

POLICIES AND PROCEDURES FOR SIMULTANEOUS ENROLLMENT

ELIGIBILITY REQUIREMENTS:

Undergraduate students may enroll, without formal admission and without payment of additional University fees, in courses at another UC campus on a space available basis at the discretion of the appropriate campus authorities on both campuses.

A student has qualified for simultaneous enrollment if the student has met all of the following requirements:

- ◆ Has completed one quarter as a matriculated student at the home campus
- ◆ Is enrolled and paid for a minimum of 12 units for the current term at the home campus and maintains this status
- ◆ Is in good standing
- ◆ Has the appropriate academic preparation as determined by the host campus.

ENROLLMENT CONDITIONS:

1. Approval is valid only for the term specified and is subject to space availability, deadlines, registration procedures and priorities at the host campus.
2. Additional fees (laboratory, materials, breakage, computer, transcript, etc.) required of other students will be assessed and must be paid.
3. Academic advising is available only at the home campus.
4. Evidence of satisfactory completion of course prerequisites may be required at the time of enrollment. Students are advised to bring a copy of relevant transcripts.
5. Financial aid is available only through the home campus. Students eligible for Veterans, Rehabilitation, Social Security and other Federal, State or County benefits must secure eligibility certification through the home campus.
6. At the end of each term a transcript will be sent automatically to the home campus for each participant.
7. Health services at the host campus are limited to treatment for emergencies.
8. Simultaneously enrolled students are not entitled to student services without payment of additional fees. These services include, but are not limited to, career services, recreational facilities and housing.
9. Parking at the host campus is available for a fee.
10. Simultaneously enrolled students are not eligible for a student identification card at the host campus.
11. Students are subject to all administrative procedures of the host campus, including the Student Conduct Code. Note: Students must process official course changes at the host campus or risk having a failing grade recorded on their permanent record. Students who wish to drop their last course at the host campus must submit a completed withdrawal form to the host campus Registrar's Office.
12. Simultaneously enrolled students are entitled to use the host library. Beginning the first week of classes, the library will issue a special card upon presentation of the Simultaneous Enrollment form with home campus certification for the current term.
13. Students are urged to secure approval of the home campus academic counselor prior to simultaneous enrollment to ensure course(s) meets home campus requirements.
14. UCSD students who simultaneously enroll are not eligible for the Reduced Fees Part-Time Study Program.



Undergraduate Application for Simultaneous UC Enrollment

College: _____

Major: _____

Host Campus: _____

For Term: **Fall** _____ **Winter** _____ **Spring** _____
Year *Year* *Year*

Student Name: _____ Student ID #: _____

E-Mail Address: _____ Date of Birth: _____

Current Phone #: (_____) _____ SSN #: _____

Current Address: _____ Permanent Phone #: (_____) _____
Number & Street *Apartment #*

City *State* *Zip-Code*

Gender: Female Male

Have you ever attended the host campus? Yes No

If yes, list terms of attendance: _____

List name under which you attended, if different: _____

U. S. Citizenship Status: Citizen Permanent Resident International (If International, list visa type: _____)

Current Level: Freshman Sophomore Junior Senior

State specific reasons you desire to participate in this program:

PROPOSED COURSE(S) FOR THE TERM

Host Campus				Home Campus		
Preference	Subject	Course #	Units	Subject	Course#	Units
1st Choice						
2nd Choice						
3rd Choice						

Student's Signature: _____ Date: _____

Your signature indicates acceptance of the terms of requirements and conditions.

APPROVALS

International Student Center (international students only): _____	
Major Department: _____	Date: _____
College: _____	Date: _____
Registrar's Office: _____	Date: _____
Host Campus Registrar: _____	Date: _____