SDSU | San Diego State University

Office of the Registrar
registrar.sdsu.edu

Approval for Cross Enrollment to San Diego State University

An embossed or digital seal from the home campus is required to submit this form.

Student Information

Student Name: _____ **SDSU RedID:** _____

Email: _____ **Phone:** _____

Home Campus: _____ **Home Campus Student ID:** _____

Term Requested: _____
Term/Year

Requested SDSU Course(s)	Section	Schedule Number	Units	Instructor
NURS312-Concepts in Professional Nu	1	2145	3	Rebecca Mattson
NURS312-Concepts in Professional Nu				

Home Campus Certification

☐ I certify that the above named student meets all cross enrollment eligibility criteria as outlined on page 2 of this document.

_____
Signer Name

_____ _____
Title Campus

_____ _____
Signature Date

Home Campus Seal

SDSU Instructor/Department Certification

☐ The above named student has been approved for cross enrollment in the requested course if space is available.

_____ _____ _____
Signer Name Title Department

_____ _____
Signature Date

Cross Enrollment Program

About the Program

Undergraduate students enrolled in the California Community Colleges, or the University of California may enroll at one of the other two institutions via the Cross Enrollment Program without formal admission and without payment of additional State University fees.

Program Qualifications

Undergraduate students must provide verification from their home campus, via the Cross Enrollment application, that they have satisfied all program qualifications:

- California resident.
- Completed at least one regular term at the home campus as a matriculated student.*
- Enrolled in a minimum of six units at the home campus for the current term.
- Earned a minimum grade point average of 2.0 (C average) in all college work completed. The SDSU records of former SDSU students must reflect good academic standing. Former SDSU students who were on academic probation or disqualification at the end of the last semester of attendance at SDSU do not qualify for cross enrollment.
- Paid appropriate tuition and fees at home campus for the current term.
- Completed appropriate academic preparation for the cross enrollment course you intend to take as determined by San Diego State University.

** ROTC students must be enrolled at the home campus, but are exempt from the requirement of having completed one regular term. They must be currently enrolled in classes at their home campus.*

Program Limitations

- Enrollment is limited to one baccalaureate course per academic term on a space available basis.
- Program is open to undergraduate students only. No second bachelor's degree students or graduate students will be allowed to cross-enroll.
- Cross enrollment classes at SDSU may not be audited.
- Students may not cross-enroll in a lower division course if the course has enrollment restrictions, such as by major code or prerequisites.
- Students may not cross-enroll in an upper division course if the department is impacted.
- Students may not cross-enroll in a graduate level course.

Enrollment Conditions

1. Approval for cross enrollment is valid for only the one term specified and subject to space availability, deadlines, registration procedures, and priorities of the host campus. You must reapply for each term you wish to cross enroll.
2. Students are subject to all administrative procedures of the host campus. Students who wish to drop a course must follow the drop procedure of the campus. At SDSU, you must process an official drop by the schedule adjustment drop deadline (10th day of instruction) or risk having an unsatisfactory grade recorded on your transcript.
3. Course forgiveness can be requested if you previously took the Cross Enrollment course at SDSU as a matriculated student and left SDSU in good academic standing.
4. Students will not be charged additional course enrollment fees. However, there is a non-refundable $52 administration fee each term.
5. Students will have to pay any additional fees required of other students (lab, materials, breakage, computer, transcripts, etc.).
6. Academic advising is available only at the home campus. Students are encouraged to obtain advising from a home campus adviser to ensure the course to be taken at the host campus will meet home campus requirements.
7. Evidence of completion of course prerequisites may be required at time of enrollment (personal transcript copy or grade reports).
8. 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 their home campus. Units taken at both campuses may be combined to establish financial aid eligibility.
9. Cross enrollment courses earn SDSU residence credit. The associated units and grade points will be included in the SDSU grade point average and will affect SDSU academic status.
10. Records of credit earned through cross enrollment at SDSU will be maintained by SDSU. Students are responsible for ordering their SDSU transcript be sent to their home campus (a fee may be required).
11. Because of overlapping academic calendars, cross enrollment is possible only in certain combinations.

Home Campus Enrollment	SDSU Enrollment
Fall Quarter	Fall Semester
Winter Quarter	Spring Semester
Spring Quarter	Spring Semester

12. Participation in student activities or use of the SDSU student union is subject to limitations set by SDSU.
13. Use of SDSU Student Health Services is limited to treatment of emergencies.
14. Students are responsible for host campus parking fees and regulations. SDSU parking permits are available at Cashiering Services on a semester or daily basis.