



AD

Type in your CPP username and password

Login

OPEN UNIVERSITY PETITION

Main CPP Campus: 3801 W. Temple Ave. Pomona, CA 91768
Physical Address: 3670 W. Temple Ave. Bldg. 220C - Ste. 140, Pomona, CA 91768
Telephone: (909) 869-2288 Email: cppgereo@cpp.edu Website: www.cpp.edu/ceu

Select the Term and Year of the semester that you will study in  Term* Year*

Student Information

Bronco Number Last Name* First Name*

Address City State Zip Code

CPP Email Address* Phone Number*

Personal Email Address (Optional) Re-confirm Personal Email Address

 Fill out your personal information

INTERNATIONAL STUDENTS

Are you an international student?* Yes No **Select "Yes"**

If yes, you will need to provide the following documents with your completed petition:
1) Copy of your current I-20
2) Recent concurrent enrollment/letter of permission from a DSO/PDSO at the school issuing your I-20

ATTENTION: PRIOR OR CURRENT CAL POLY STUDENTS

Have you graduated with a bachelors degree from Cal Poly Pomona?* Yes No

Do you have a hold on your account that prevents you from registering?* **Select "No" to both questions** Yes No

If yes, what kind of hold?

STUDENT PLEASE READ AND SIGN

I understand that upon registering for classes at California State Polytechnic University, Pomona, applicable registration fees and tuition will be charged. I agree to pay such fees in accordance with the deadlines and policies. If my payment is deferred pending disbursement of financial aid, failure to receive such aid does not remove my financial obligation to make payment in full. I further understand that my account may be forwarded to California Franchise Tax Board for a possible tax offset and or a third party collection agency for any unpaid charges.

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees.

- I understand and accept the above statement.*
- I understand that only 24 undergraduate and 9 graduate units of Open University coursework may be used to meet degree requirements at Cal Poly Pomona.*
- I understand that I am responsible for reading and understanding the add, drop, withdrawal, and refund policies found online at www.cpp.edu/ceu.*

Disclaimer: Fees in BroncoDirect may be adjusted during the enrollment period. Students are responsible for all fees posted to their account. The College of Professional & Global Education is not responsible for any fee calculation errors on the petition forms.

Student Signature Date **Check all the above boxes, and then sign and date the form**

Course Information

Example:

Class/Course #	Subject #	Catalog #	Section	Description	Units	Does the course have a prerequisite?	Instructor Name	Instructor Email
31173	BIO	2110L	06	Biostatistics Laboratory	4	YES	Justin Medina	JRMEDINA

Your Course(s):

A valid Class # should auto populate Subject, Catalog, Section, and Description when you move to their fields. If not, please double check to ensure you're entering the correct Class #.

Class/Course #1 *	Subject # *	Catalog # *	Section *	Description *	Units *	Prerequisite *	Instructor Name *	Instructor Email *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Class/Course #2	Subject #	Catalog #	Section	Description	Units	Prerequisite	Instructor Name	Instructor Email
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Class/Course #3	Subject #	Catalog #	Section	Description	Units	Prerequisite	Instructor Name	Instructor Email
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Class/Course #4	Subject #	Catalog #	Section	Description	Units	Prerequisite	Instructor Name	Instructor Email
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Class/Course #5	Subject #	Catalog #	Section	Description	Units	Prerequisite	Instructor Name	Instructor Email
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please provide the information of the courses that you plan to petition for, please note that the maximum number of petitions is 5.

If any of the courses that you petition here gets rejected later, please feel free to file another petition form to petition for other course(s). The steps are the same.

*It is recommended that you upload a transcript (unofficial is ok) showing you have met the pre-requisites for any courses you are attempting to enroll in. This information is helpful to streamline the approval of your course request.

Supporting Documents (Optional)

* To upload multiple documents, click on the Attach Document button for each document you wish to attach.

* For screen reader users please press the space bar to attach documents in the Attachments section.

* If you're having issues with the attachment control, we recommend trying another web browser like Chrome or Firefox. You can also try to clear your web browser's cache or use a private window. Reload the form to try again. If you are still unable to submit an attachment please contact copgere@cpp.edu for alternative submission methods.

Attachments

Attachments

Attach Supporting Documents

Please upload: 1) all your transcripts if any courses you petition for has pre-requisite requirements; 2) Your Form I-20; 3) The document of "Semester@CPP Student" that you can find and download from the FAQ (please update the document using your own personal information)

Submit

Check all the above information and proceed to submit the petition form by clicking "SUBMIT" here.