The California State University
Application for Intrasystem Concurrent Enrollment

(See instructions on next page)

ICE

ONLINE

This application is to be used by California State University students who wish to enroll concurrently at another CSU campus.

PART I.   TO BE COMPLETED BY STUDENT

(A) 1. Home campus   2. Proposed host campus

3. Semester/Quarter of enrollment: Home Campus   Host Campus

4. Home campus student ID #_____

5. Have you previously attended the proposed host campus?   Yes   No
    If yes, what was the last term of attendance? (term/year)_____

6. Legal name_____
                    Last   First   Middle   Maiden

7. Social Security Number*_____   8. Date of birth_____
                                                                          Month   Day   Year

9. Mailing address_____
                    Street #   City   State   Zip

10a. Home telephone # (   )_____   10b. Message telephone # (   )_____

10c. FAX # (   )_____   10d. E-Mail_____

11.   Class level at time of planned enrollment:
    Freshman   Sophomore   Junior   Senior   Graduate   Postbaccalaureate

12. Major field_____   and/or credential objective_____

13. Are you receiving financial aid?   Yes   No

(B) Listing of course(s) planned at host campus: Care should be taken to assure that coursework completed at host campus can be used to meet home campus requirements.

Courses at Host CSU Campus	Units Q	Units S	Equivalent Requirements or Courses at Home CSU Campus	Units Q	Units S	Home Campus Approval

Number of units planned at home campus _____

I certify that the information I have entered above is true and that I have read and understand the eligibility requirements, enrollment conditions and procedures as stated.

Student's Signature_____Date_____

PART II.   TO BE COMPLETED BY HOME CAMPUS

Residence status for fee purposes: Resident_____   Nonresident_____
County of residence_____

International (Visa) student at time of enrollment: No   Yes
Maximum total units approved_____

REGISTRAR'S CERTIFICATION: I certify that this student's residence and Academic status are correct according to the official records of this campus, that the student is eligible as of this date to register as a continuing student, that the student qualifies for temporary transfer in accordance with Section 40808 or 41030 of Title 5, that the student has complied with pertinent health-related requirements, and that this institution approves this request for temporary enrollment for one term only.

Signature_____Date_____

Title_____Home Campus_____

Fee and/or Nonresident Payment Certification

Fees Paid for _____term
of_____ = $_____
   (year)

_____
Signature of Home Campus Official

PART III.   TO BE COMPLETED BY HOST CAMPUS

A. Approval for enrollment at host campus: Granted   Denied Date_____

    Remarks_____

    Signature_____Title_____

B. The student registered: Date_____Number of Units_____

    Signature_____Title_____

    CSU Host Campus_____

Fee Payment/Nonresident Tuition Certification

Fees Paid for _____term
of _____(if any) = $_____

***** *Not used as an ID number and will not be communicated to third party.*

The California State University
Policies and Procedures for Intrasystem Concurrent Enrollment

Eligibility Requirements

Undergraduate

1. Student has completed at least one term at the home campus as a matriculated student and earned at least 12 units there.
2. Student has attained a grade point average of 2.0 in all work completed at the home campus and is in good standing at that campus.
3. Student will be/is enrolled at home campus during the period of concurrent enrollment at host campus and has paid tuition fees as a full-time student.

Graduate

1. The student has completed at least one term at the home campus as a matriculated student and will be enrolled concurrently in such status.
2. The student has been admitted to or is enrolled in an authorized graduate program at the home campus.
3. The student was in good standing at the last college attended.

Enrollment Conditions

1. Approval of concurrent enrollment is valid only for the term specified and is subject to space availability and registration priority policies at host campus.
2. Academic advisement is available only at the home campus.
3. **Concurrent enrollment is possible only in overlapping terms, e.g. semester campus to sem. campus, quarter to quarter.**
4. Evidence of completion of course prerequisites may be required at the host campus (i.e., personal transcripts or grade reports).
5. Financial aid is available only through the home campus and students eligible for veterans, rehabilitation, social security and other federal, state or county benefits must secure eligibility certification through the home campus.
6. Participation in student activities at the host campus is subject to any limitations, which may exist at that campus. Similarly, student union facilities will be available according to policies at each campus.
7. Parking on the host campus will be available on the basis of a term fee within campus parking availability or on a daily fee basis.
8. Information concerning host campus identification card policies will be available at the time of registration.

Procedures

1. Student completes application and submits to the Office of Admission & Records at home campus well in advance of the first day of classes at both campuses. Contact host campus for deadlines, if any.
2. Home campus Registrar designee completes Part II and forwards to host campus registrar designee if approved, or returns to student, if disapproved. The approved application may be given to student so that he/she can submit it to host campus.
3. Host campus registrar completes Part III-A and provides a copy to student with registration instructions.
4. Concurrently enrolled student pays CSU registration fees on home campus based upon the total number of units for which she/he is or plans to be registered including units on the home as well as host campus(es), e.g. three units at home and three units at host equals part time fees, and six units at home and 3 units at host equals full time fees. Payment is certified on all copies of the application. Home campus non-resident tuition fees, as appropriate, are paid at the same time and entry made with the fee certification.
5. Student registers at host campus presenting approved copy(ies) of the application. Host campus non-resident tuition fees and any user fees are paid and entry is made on the application for concurrent and/or visitor status.
6. Host campus completes Part III-B.
7. Program changes will be accomplished by following standard procedures on both campuses. Official notification will be provided by the host campus to the home campus. If a student withdraws from the home campus and requests refund for the refundable portion of the State University fee, the host campus must be notified.
8. Permanent academic records will be maintained at the campus where courses are completed. A record of credit earned at a host campus will be available to the student and to the home campus upon request by the student or registrar of the home campus.