

POLICIES AND PROCEDURES FOR CROSS ENROLLMENT

At California State University (CSU) and University of California (UC)

Undergraduate students enrolled at Chaffey College may enroll at a CSU or UC campus without formal admission and without payment of additional State University fees, in a maximum of one course per academic term at a campus of either the CSU or UC system **on a space available basis at the discretion of the appropriate campus authorities on both campuses.** Enrollment in pre-collegiate courses is excluded.

ELIGIBILITY REQUIREMENTS

A student is qualified to cross enroll if the student has met all of the following requirements:

- Completed at least one term at Chaffey College as a matriculated student
- Enrolled for a minimum of six units for the current term
- Earned a grade point average of 2.0 (grade of "C") for work completed
- Completed appropriate academic preparation as determined by host campus
- Is a California resident

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 host campus. Students must reapply for each term they wish to cross enroll.
2. Students will not be charged additional course enrollment fees. However, host campuses may charge a \$10.00 or more administration fee each term.
3. Students will have to pay any additional fees required by the host campuses (labs, materials, breakage, computer, transcript, etc.).
4. Students are encouraged to see a counselor at Chaffey College to ensure course meets their educational goal and transfer requirements. Counselors are available at Chaffey College Rancho campus, Fontana, and Chino Campuses.
5. Evidence of completion of course prerequisite may be required at time of enrollment (unofficial student transcript copy or grade reports).
6. Financial aid is generally not available for cross enrolled courses. Students eligible for Veterans, Rehabilitation, Social Security, and other federal, state or county benefits are advised to check with the appropriate agency for applicable guidelines.
7. Records of credit earned through cross enrollment are maintained by the host campus. Students may request transcripts be sent to Chaffey College.
8. Health services on host campus are limited to treatment for emergencies.
9. Because of overlapping academic calendars, cross enrollment is possible only in certain combinations.

Chaffey College Enrollment

- Fall Semester
- Spring Semester
- Summer Semester

Host Campus (CSU or UC) Enrollment

- Fall Quarter or Semester
- Either Winter or Spring Quarter or Spring Semester
- Summer Quarter

11. Participation in student activities or use of the student union at the host campus is subject to limitations set by the host campus.
12. 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.
13. Information concerning host campus identification card policies will be provided at registration.
14. Students are subject to all administrative procedures of the host campus.

Transfer Center
(909) 652-6233