



# Policies and Procedures for Cross Enrollment

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

Undergraduate students enrolled at Riverside Community College District may enroll at a CSU or UC campus without formal admissions 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. Enrollments in pre-collegiate courses are 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 home campus as a matriculated student
- Earned a grade point average of 2.0 (grade of “C”) for work completed
- Enrolled for a minimum of six units for the term participating in cross enrollment
- Paid all appropriate fees at home campus for the current term
- Completed appropriate academic preparation as determined by host campus
- Is a California resident

## ENROLLMENT CONDITIONS

1. Approval for cross enrollment is valid for only 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 of other students (labs, materials, breakage, computer, transcript, etc.)
4. Students are encouraged to see a counselor at their Riverside, Moreno Valley or Norco home campus as well as their host campus to ensure course meets their educational goal and transfer requirements.
5. Evidence of completion of course prerequisite may be required at time of enrollment (unofficial student transcript copy of grade reports).
6. Financial aid is available only through Riverside Community College District. Students eligible for Veterans, Rehabilitation, Social Security, and other federal, state or county benefits must secure eligibility certification through Riverside Community College District.
7. Records of credit earned through cross enrollment are maintained by the host campus. Students may request transcripts be sent to Riverside Community College District.
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.

### Norco College/RCCD Enrollment

Fall Semester

Spring Semester

Summer Term

### Host college (CSU or UC) Enrollment

Fall Quarter or Semester

Either Winter or Spring Quarter or Spring Semester

Summer Quarter

10. Participation in student activities or use of the student union at the host college is subject to limitations set by the host college.
11. Parking on the host college will be available on the basis of a term fee within campus parking availability or on a daily fee basis.
12. Information concerning host college identification card policies will be provided at registration.
13. Students are subject to all administrative procedures of the host college.

**NOTE:** Students must process an official drop at the host campus or risk having an unsatisfactory grade recorded on their permanent record.



# Application for Cross Enrollment

At California State University or University of California

Complete form and submit to the Dean of Student Services Office (second floor of SSV) prior to host college filing period. You must verify admission and filing deadlines with the host college. After home college completes certifications, seek instructor approval at Host College during filing period designated by Host College. Host College will provide registration instructions.

Home College: \_\_\_\_\_ Host College: \_\_\_\_\_  
(University)

Planned semester/quarter/term of cross enrollment: \_\_\_\_\_ Term: \_\_\_\_\_ Year: \_\_\_\_\_

If you have previously attended the host college, what was the last term attended? Term: \_\_\_\_\_ Year: \_\_\_\_\_

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Last First Middle

Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Email Address: \_\_\_\_\_

Mailing Address:

\_\_\_\_\_  
Street City State Zip Code

Home telephone (\_\_\_\_) \_\_\_\_\_ Message telephone (\_\_\_\_) \_\_\_\_\_  
Area Code Number Area Code Number

Reason for taking course:

Course unavailable at home Institution: \_\_\_\_\_ General interest in subject: \_\_\_\_\_

Completing transfer: \_\_\_\_\_ Other: \_\_\_\_\_

I certify the information provided is accurate and that I have read and understand eligibility requirements, enrollment conditions, and procedures as stated.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

## RIVERSIDE COMMUNITY COLLEGE DISTRICT CERTIFICATION

Riverside Community College District certifies that this student meets cross enrollment eligibility requirements.

Riverside City College

Norco Campus

Moreno Valley Campus

Signature

Title / Seal

Date

Approval of class instructor:

## HOST CAMPUS CERTIFICATIONS

Course planned at host campus	Units		Instructor approval
	Q	S	

Processing fee received: \_\_\_\_\_

Cross Enrollment approved: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_