



IRVINE VALLEY COLLEGE

Application for Cross-Enrollment

California State University or the University of California

Complete this form and submit to the Office of Admissions and Records at Irvine Valley College (IVC) prior to the host campus filing period. You must verify admission and filing deadlines with the host campus. After IVC completes the certification, you must obtain instructor approval at the host campus during the filing period designated by that campus. The host campus will provide registration instructions through its Admissions Department.

Home Campus: Irvine Valley College Host Campus (University): _____

Planned semester/quarter/term of cross-enrollment: Term: _____ Year: _____

If you have previously attended the host campus, what was the last term attended? Term: _____ Year: _____

Name: _____ IVC Student ID# _____
Last First Middle

Birth Date: ____ / ____ / ____ Email Address: _____

Mailing Address: _____
Street City State Zip Code

Cell Phone: ____ / ____ - ____ Other Phone: ____ / ____ - ____
Area Code Area Code

Reason for taking course: _____ Course unavailable at home campus _____ General interest
_____ Completing transfer requirements _____ Other _____

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

Date: _____ Signature: _____

IRVINE VALLEY COLLEGE CERTIFICATION

Irvine Valley College certifies that this student meets Cross-Enrollment eligibility requirements.

Signature: _____ Name/Title _____ Date _____ Seal _____

HOST CAMPUS CERTIFICATION

Approval of course instructor:

Course planned at host campus	Units		Instructor Approval
	S	Q	

Processing fee received _____

Cross-Enrollment approved _____ Date: _____ Signature: _____

Please see reverse for additional information/requirements

Policies and Procedures for Cross-Enrollment at California State University (CSU) and the University of California (UC)

ELIGIBILITY REQUIREMENTS:

California residents currently enrolled at Irvine Valley College may enroll in one undergraduate course per academic term at any CSU or UC campus without formal admission and without payment of additional State University fees. Cross-Enrollment through this program is on a space-available basis at the discretion of the appropriate campus authorities at the CSU or UC campus. Students may not enroll in any pre-collegiate courses at the university.

To participate in Cross-Enrollment, students must meet all of the following conditions. A student is qualified to cross-enroll if the student is a California resident and has:

- **Completed at least 12 units at Irvine Valley College as a matriculated student;**
- **Earned a grade point average of at least 2.0 for all coursework completed;**
- **Enrolled in at least 6 units for the current term;**
- **Paid appropriate fees at Irvine Valley College for the current term; and**
- **Completed appropriate academic preparation as determined by the host campus.**

ENROLLMENT CONDITIONS:

1. Approval for Cross-Enrollment is valid for only the one term specified and is subject to space availability, deadlines, registration procedures and priorities of the host campus. You must reapply for each term you wish to cross-enroll in.
2. You will not be charged additional course enrollment fees. However, host campuses may charge a \$10 administration fee each term.
3. You will have to pay any additional fees required of other students (labs, materials, breakage, computer access, etc.)
4. Academic counseling is available at Irvine Valley College in the School of Guidance and Counseling. Students are encouraged to see a counselor at Irvine Valley College to ensure that the course meets their educational goals and transfer requirements.
5. Evidence of completion of course prerequisites may be required at the time of enrollment (student transcripts or official grade reports).
6. Financial aid is available only through Irvine Valley College. Students eligible for veterans, federal, or state funding must secure eligibility certification through Irvine Valley College.
7. Records of credit earned through Cross-Enrollment are maintained by the host campus. Students may request that a transcript be sent to the Irvine Valley College Office of Admissions and Records so that coursework is included in their degree or transfer evaluation.
8. Health services on the host campus are limited to treatment for emergencies.
9. Because of overlapping academic calendars, Cross-Enrollment is possible only in certain combinations.

<u>Irvine Valley College Calendar</u>	<u>Host Campus (CSU or UC) Calendar</u>
Fall Semester	Fall Semester or Quarter
Spring Semester	Either Spring Semester or Winter or Spring Quarter
Summer Session	Summer Session or Quarter (on a very limited basis - check availability at the host campus)

10. Participation in student activities or use of the student union at the host campus is subject to limitations set by the host campus.
11. Parking at the host campus is available by purchasing the parking permit or paying the daily fee for that campus.
12. Information concerning identification card policies should be obtained during registration at the host campus.
13. Students are subject to all administrative procedures of the host campus.

For more information about Cross-Enrollment, stop by the Irvine Valley College Transfer Center in the Student Services Center, Room 230, or call (949) 451-5339.