ArtCenter College of Design
Cross-Enrollment Program

Student Information
(Please Print)

Student Name: _____

Student ID #: _____

Major: _____

Semester and Year: _____

Host Institution

◯ California Institute of Technology

◯ Occidental College

Policy

1. The ArtCenter College of Design Cross-Enrollment Program is for the **FALL** and **SPRING** semesters ONLY.

2. The ArtCenter College of Design Cross-Enrollment Program is for Humanities and Sciences ONLY.

3. Students MUST be enrolled Full-time at ArtCenter.

4. The ArtCenter College of Design Cross-Enrollment Program is limited to one course per semester.

5. Enrollment depends upon:
   A. Fulfillment of any pre-requisites
   B. Space availability

6. Tuition is paid to ArtCenter College of Design. The Host Institution may require additional fees.

7. Course credit will not be awarded until ArtCenter College of Design receives an official transcript from the Host Institution.

8. The course and grade will be entered on the ArtCenter College of Design schedule and transcript of the student and will count in calculation of semester and cumulative GPA.

Dropping

Students must notify the Registrar of both the Host Institution and ArtCenter College of Design to drop the course. Failure to attend the course does not constitute an official drop and will result in a failing grade.

Course Information

Dept.	Course Number	Section	Title
	/		

Semester

Student is approved to enroll for the _____ / _____ semester/year.

Registrar Approval

ArtCenter College of Design Registrar: _____

Date: _____

Host Institution Registrar: _____

Date: _____

Student Signature

I have read and understand my obligations in enrolling in the Cross-Enrollment Program.

Student Signature: _____

Date: _____

Procedure

The student will take the completed original ArtCenter College of Design Cross-Enrollment Program form and one copy to the Host Institution. Upon approval from the Host Institution Registrar, the student **MUST** return the signed original form to the ArtCenter College of Design Registrar for the course to be entered on the student schedule.

ArtCenter College of Design
1700 Lida Street, Pasadena, California 91103