

LOS MEDANOS COLLEGE

TRANSFER CENTER

CALIFORNIA STATE UNIVERSITY, EAST BAY CROSS REGISTRATION

Cross registration provides community college students with the opportunity to take courses at CSUEB without paying additional fees for CSUEB courses. To be eligible students must meet the following guidelines:

1. Student must have completed a minimum of 20 semester units and no more than 72 transferable units (72unit max not applicable to four year institutions) at the home campus with a GPA of 2.0 or better.
2. Students who were formerly enrolled at CSUEB, but were academically disqualified, are not eligible to participate in the cross registration program.
3. Enrollment in no more than two undergraduate courses at CSUEB is permitted on a space available basis.
4. Total enrollment at both colleges must equal full-time status with no fewer than 6 semester or 9 quarter units at the home campus.
5. Enrollment in lower division courses at CSUEB which are offered by the home campus at any time during the academic year is not permitted under this program.
6. The student must comply with residency requirements at home campus.
7. The cross registration form must be signed and approved by the Home Campus Advisor and Director of Admissions & Records/Registrar.
8. Students should consult the CSUEB catalog regarding applicable requirements toward degree prior to attending as a "visiting" student in the Cross Registration Program.
9. **Student cannot apply for cross-registration for a term where they have either applied to or are admitted as a regularly matriculated student to CSUEB.**
10. At CSUEB, student must:
 - a. Secure approval from the instructor and department offering the course. (Exception: Students enrolled in CSUEB classes offered on the Las Positas Community College Campus only need to obtain the faculty's signature).
 - b. Take the approved cross registration form to the Student Administration Building or to the Administration Building at the Contra Costa Campus for processing (Exception: Students enrolled in CSUEB classes offered on the Las Positas Community College Campus may fax the completed form to 510-885-3816 after obtaining the faculty's signature).
 - c. Enrollment will be processed by the Registrar's office during the Late Registration period if space is available in the class, otherwise the student's name will be placed on the waitlist. Students will be emailed notified of all enrollment/waitlist action to the e-mail address listed on the application form. Students are responsible for all enrollment unless formally notifying the Registrar's office in writing prior to the drop deadline.
11. At the end of the term, CSUEB will send official transcripts to home campus within two weeks after grades are processed.
12. Students may verify grade(s) earned on the CSUEB website – <https://my.csueastbay.edu>