APS 8002 - Intercampus Concurrent Enrollment

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Policy Profile

Policy Title:	Intercampus Concurrent Enrollment
APS Number:	8002
Effective:	January 17, 2013
Approved by:	President Bruce D. Benson
Responsible University Officer:	Vice President for Academic Affairs
Responsible Office:	Office of the Vice President for Academic Affairs
Policy Contact:	Office of the Vice President for Academic Affairs, 303-860-5623
Supersedes:	April 1, 2009
Last Reviewed/Updated:	January 17, 2013
Applies to:	All campuses

Policy Snapshot

Brief Description: To simplify the concurrent enrollment process.

I. Introduction

The purpose of this policy is to simplify the concurrent enrollment process among the University of Colorado Boulder, the University of Colorado Colorado Springs, and the University of Colorado Denver. It does not cover Continuing and Professional Education courses.

II. Policy Statement

A. A student **may** register for two courses or six hours, whichever is greater, per semester or summer term, on campuses other than the home campus at the home campus tuition rate, provided the student is enrolled in at least one course at the home campus and made arrangements in advance.

B. Students who elect to make separate registrations on more than one campus will pay the applicable tuition and fees for each campus, and this policy will not apply.

III. Procedures

A. GENERAL RESPONSIBILITY. The chancellor on each campus is responsible for implementing the above policies. The campus Registrars' Offices are responsible for disseminating the new policies to students and providing information on course offerings available at the various campuses.

B. REGISTRATION. **Advance Concurrent Registration**.Students who find it advisable to enroll for a course taught on another campus will secure a "Concurrent Registration" form from their home campus.

   Students in certain graduate programs are exempt from the home campus registration requirement. The Office of the Registrar on each campus will maintain a list of these approved programs.

   Intercampus registration and subsequent changes must be made according to the deadlines applicable to the campus where the course is taught. The Registrar's Offices should adjust registration procedures, when necessary, to accommodate calendar differences among the campuses.

   Separate registrations. Students who do not use the concurrent enrollment procedures and voluntarily register separately for course work on more than one campus will be charged tuition and fees according to the individual campus schedules and no intercampus adjustments will be made.

C. TUITION AND FEES. Tuition for the course taken at another campus will be assessed at the home campus tuition rate and will be collected by the home campus. Student fees will also be collected by the home campus. Students who want to participate in activities sponsored by student fees at another campus must contact the Bursar's Office on the other campus.

D. REPORTING. All student credit hours will be reported only by the campus doing the teaching.

IV. History

- **Initial Policy Effective:** Spring 1977. That policy superseded the concurrent enrollment policies outlined in Budget Procedures Manual 4.2 (6/4/73).
- **Revised:** April 1, 2009
- **Revised:** January 17, 2013

V. Key Words

Intercampus, concurrent enrollment, students, registration

Attachments:
Video:
Images:
Groups audience:
Office of Policy and Efficiency (OPE)

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