

UMass-Dartmouth

SACHEM CROSS-REGISTRATION APPROVAL FORM

[Visiting SACHEM students must work with their home college Registrar and complete that college's SACHEM form.]

UMass-Dartmouth students who wish to attend another SACHEM college must follow all steps as outlined below.

- 1) Read through all attached SACHEM regulations, and take note that: a) You must be a **degree student at UMass-Dartmouth, enrolled full-time, in good academic standing, and have no registration restrictions**; b) you may cross-register for a maximum of two courses each semester, one of which is not offered at UMass-Dartmouth; c) tuition will be covered within your full-time UMass-Dartmouth tuition charge; d) these courses will appear on your UMass-Dartmouth transcript as transfer credit and will not count toward your GPA; e) all other transfer credit policies will apply as outlined in the UMass-Dartmouth *Catalog*.
- 2) Complete all applicable sections of the form below.
- 3) Undergraduates: Obtain the signature of your Department Chairperson*. An *Approval Form for the Transfer of Undergraduate Credit After Admissions* is also required for each requested UMass-Dartmouth course equivalency outside of your major department. Graduate Students: Obtain the approval of your advisor*, and follow all guidelines for graduate transfer credit as outlined in the UMass-Dartmouth *Catalog*.
- 4) Return this form to the UMass-Dartmouth Registrar's Office where registration arrangements will be made.

You will be notified once registration is finalized.

Effective Semester: Fall 20 _____ Spring 20 _____ (Summer courses are not eligible)

Name (last, first, middle initial) -- <u>PLEASE PRINT</u>		Student ID	
Local Street Address		Date of Birth	
City	State	Zip	Phone Number

A student withdrawing from a course must immediately notify the Registrar of both the host AND home institutions in writing. Failure to do so may result in a failing grade in the course. The amount of credit awarded for cross-registration is decided by the home institution. Students cross-registered are required to follow all policies of the host institution.

Student's Signature _____ Date _____

<input type="checkbox"/> Enrolled <input type="checkbox"/> Denied (Host Registrar use only)	Host Course Number, Section & Name	Host School	
	Credits	<input type="checkbox"/> Bristol Community College <input type="checkbox"/> Cape Cod Community College <input type="checkbox"/> Dean Junior College <input type="checkbox"/> Massachusetts Maritime Academy <input type="checkbox"/> Massasoit Community College <input type="checkbox"/> Stonehill College <input type="checkbox"/> Bridgewater State College <input type="checkbox"/> Wheaton College	
(Host Registrar use only)	UMass-Dartmouth Equivalent	Approved: YES _____ NO _____	
	Credits	Department Chairperson* Date	
<input type="checkbox"/> Enrolled <input type="checkbox"/> Denied (Host Registrar use only)	Host Course Number, Section & Name (Back-up Choice)	Home Registrar Approval	Date
	Credits	Host Registrar Approval	Date
(Host Registrar use only)	UMass-Dartmouth Equivalent		
	Credits		