



# CROSS ENROLLMENT REQUEST FORM

Semester \_\_\_\_\_ Year \_\_\_\_\_

**Instructions:**

Cross Enrollment is for students who wish to be enrolled at Florida Gulf Coast University and another institution during the same semester.

1. Complete Part I, II, and III of this form and obtain signature approval of your Academic Advisor's and the Office of the Registrar.
2. Take a copy of this form and a copy of your Florida Gulf Coast University Schedule/Bill to the host institution during its registration period. You are responsible for meeting the host institution's admission and registration deadlines and requirements.
3. Upon completing the course(s) at the host institution, request a copy of your transcript to be sent to the appropriate admission office at Florida Gulf Coast University.

**Important Notes:**

1. Completion of this form does not constitute admission and/or registration at the receiving school.
2. If you receive educational benefits (VA, Social Security, etc.), it is your responsibility to have the registrar of the host institution certify the below academic load to FGCU's Office of the Registrar.
3. If you receive Financial Aid, you must also complete the Contract for Cross Enrollment (available in the Office of Financial Aid) and submit it to the Office of Financial Aid with a copy of this form.
4. **International Students who hold F visa status MUST obtain signature approval of International Services.**
5. **Student-Athletes and Graduation Candidates MUST obtain signature approval from the appropriate academic advisor.**

**Part I - Student Information**

<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div> <p style="text-align: center; margin-top: 5px;">University Identification Number</p>	College	Major	Classification
Last Name	First	Middle	Email Address
Street Address	City	State	Zip

**Part II - Host Institution Information**

Course(s) to be taken at: \_\_\_\_\_  

Institution
City
State

**Part III – Course(s) to be Taken:**

Prefix/Number	Title	FGCU Equivalent	Academic Advising Signature

Student Signature
Date

**NOTE TO HOST INSTITUTION'S REGISTRAR:** Any FGCU student presenting this form to register must also present a FGCU Schedule/Fee Statement for the same term. The statement implies that the student has met FGCU immunization and academic requirements for registration and will reflect the FGCU residency classification.

International Services Signature (if applicable) \_\_\_\_\_ Date \_\_\_\_\_  
 Office of the Registrar \_\_\_\_\_ Date \_\_\_\_\_

**Duplicate Copies: Financial Aid, Academic Advising, Host Institution, Student**