CROSS ENROLLMENT PROGRAM

This form is to be completed by students currently enrolled at Merritt College who wish to enroll concurrently at UC Berkeley using the SB 1914 Cross Enrollment option. Students must have completed at least 12 units at Merritt College, English 1A or equivalent, have at least a 2.0 UC transferable GPA, completed required prerequisite(s), and be enrolled in at least 6 units at Merritt College during the semester of cross enrollment.

1. Complete the requested information below

APPLICANT'S INFORMATION

_____	_____	_____	_____
Last Name	First Name	Date of Birth	Student ID
_____	_____	_____	
Student Signature	Phone	Today's Date	

- By checking this box, I understand and will comply with the policies and procedures set forth by Merritt College in regard to the Cross Enrollment Program (CEP).

Semester of Cross Enrollment: _____   Home Campus _____

Proposed Course Name & No: _____   Course Control No. _____

Instructor's Name: _____   Discussion or Lab Course Control No _____

HOME CAMPUS APPROVAL: CEP Coordinators – Sara Alturk (salturk@peralta.edu) or Rosa S. Perez Flores (rperezflores@peralta.edu)

_____   _____   _____
CEP Coordinator Approval Signature   NAME OF CEP Coordinator   Date

UC BERKELEY'S INSTRUCTOR APPROVAL: Cross-enrollment students may be permitted to enroll in UCB courses on a space available basis. This student has my permission to add the class and discussion section (or lab) listed above.

_____   _____   _____
NAME OF UC BERKELEY PROFFESOR   SIGNATURE OF PROFRESOR   Date

I certify that I must:

☐ Submit this form and <u>any fees</u> assessed to D'Nean Perkins in the Office of the Registrar. See Page 2,#4.
☐ Follow UC Berkeley's academic calendar for important dates & deadlines.
☐ After completing my course, I must request D'Nean Perkins for a cross enrollment transcript to be

mailed to Angela Khoo, interim Dean of Counseling, Merritt College, 12500 Campus Drive, Oakland, CA 94619

INSTRUCTIONS : PLEASE READ THE INSTRUCTIONS CAREFULLY

1. Review UCB's Enrollment page: https://registrar.berkeley.edu/registration/enrollment/ for important enrollment information. Class search FAQs: https://sis.berkeley.edu/class-search-faqs
2. Obtain permission from Merritt College – form must be signed, no cross-outs or write outs accepted
3. Obtain approval from the UC Berkeley professor (If the Berkeley professor can't sign the form, Ms. D'Nean Perkins accept approval via email from the instructor)
4. Email the approved applications to: special_programs@berkeley.edu (Please do not send applications without ALL required signatures and approvals)
5. Ms. D'Nean Perkins will sign the approved application and send an e-copy to you via email.

Eligibility guidelines under the law for the Cross Enrollment Program under SB 1914

- Admission to a course is on a space available basis at the discretion of the host campus.
- The student has completed at least one term at the home campus (Merritt College) as a matriculated student.
- The student is taking at least six units at the home campus (Merritt College) during the current term.
- The student has at least a 2.0 GPA for work already completed.
- The student has paid the appropriate tuition required by home campus for the semester in which the student seeks to cross-enroll.
- The student has the appropriate academic preparation, as determined by the host campus, consistent with the standard applied to currently enrolled students, i.e., met any prerequisites. **UC Extension, summer session, and other courses not supported by the state are excluded**.

Information for UCB Instructors

SB 1914 Cross Enrollment allows students enrolled in any campus of the California Community Colleges, the California State University, or the University of California may enroll without formal admission in a maximum of one course per academic term at a campus of either of the other systems on a space available basis at the discretion of the appropriate campus authorities on both campuses.

Enrollment is excluded in the following areas: **Remedial, Summer Session, UC Extension & Graduate**.
The work completed by a student in this program is reported to the home campus for inclusion on the student's record there. Since students in this program are not registered on the Berkeley campus, it is not possible for them to enroll via the Tele-BEARS Enrollment system. Your signature on this form approves admission to your course. The names of students enrolled through this program will not appear on your course list but will appear on the final course report for submitting grades.