



OHIO
UNIVERSITY

REQUEST FOR A CROSS-REGISTRATION COURSE AND WAIVER OF TUITION AND FEES

RE: Zane-State full-time student taking a course at Ohio University Zanesville

Please print and complete all sections below:

Name _____
Last First Middle Maiden/Other name

Permanent Home Address _____
Street Address City State Zip

Phone Number: () _____ SSN or OU PID _____

Date of Birth _____ Place of Birth _____
Month Day Year City State

Are you a resident of Ohio? Yes _____ No Gender: Female Male
Which Ohio County?

U.S. Citizen or Permanent Resident? Yes No Type of Visa _____ Entry
Date _____

Mo/Day/Year

Name of High School _____ Date of Graduation

Have you ever been dismissed or suspended from OU or another institution?

Yes _____ No _____

If yes, please check reason: Academic Disciplinary Date of dismissal:

If you were dismissed from another institution, it is your responsibility to have an appropriate college official send an explanation of the circumstances of the dismissal, including the terms of your suspension, to Student Services.

Have you ever been convicted of a felony? Yes* _____ No _____

Are you currently charged or under indictment for a felony? Yes* _____ No _____

*At all times, as an applicant or student, you are required to notify the Ohio University Office of Legal Affairs of any felony convictions.

Course Requested:

Call Number	Department Number	Section	Course Name	Credit Hours
-------------	-------------------	---------	-------------	--------------

Quarter: Fall Winter Spring Summer Year: _____

A copy of your schedule for the applicable quarter from Zane State must be attached and submitted to OUZ with this form.

(Please read and sign on the reverse side.)

Eligibility and Space Availability

Only full-time students are eligible. Students who are enrolled in post-secondary options at one institution are not eligible for cross-registration at the other institution.

A maximum of one course per quarter per student is permitted.

Enrollment is limited to credit courses numbered in the 100 and 200 levels.

No additional charges will be made to a student if his or her total quarterly credit load exceeds the maximum for a full-time student solely as a result of the course taken at the other institution; however, extra lab fees, over and above regular tuition and fees must be paid.

Enrollment is on a space-available basis in the sense that a fee-waived student may be asked to pay tuition and fees or else withdraw from a course in which he or she cross registered and which has reached its maximum enrollment in order to make room for a fee paying student who requests admission. This will not be done after the first week of the quarter. Registration in a cross-registered course may not take place before the host school has registered its students. Cross registration is not permitted when the equivalent course is available to the student during the same quarter at the home institution.

Refer to Cooperative Campus Agreement for additional details.

I hereby verify that I understand my responsibility for determining from Zane State whether or not this specific course will substitute for program requirements I may be pursuing at Zane State. I understand that I must request a transcript from OU if I desire to have this grade transferred. I understand that approval of this course by an academic advisor or counselor does not infer transfer credit is forthcoming. In the event that I cease to be a full-time student at Zane State this quarter and obtain even a partial refund as a result, I agree to pay for all the appropriate tuition and fees for this registration. If I do not make full payment within ten days of ceasing to be a full-time student at Zane State, I agree that my registration in this course may be cancelled at once and my grade will be shown as "W" for withdrawal. I have also reviewed and understand the information on the reverse side regarding cross-registration eligibility and course space availability.

Student Signature _____ Date _____

Academic Advisor/Counselor Signature _____ Date _____

.....
Office Use Only

Admissions
If applicable

Registration
Date ____

Fee-Waiver
Date ____