PART I. TO BE COMPLETED BY STUDENT

APPLICATION FOR INTRASYSTEM VISITOR ENROLLMENT

This application is to be used by California State University students in state-supported program who wish to enroll as a visitor at another CSU campus for a specified term. Students who wish to enroll concurrently at their home and host campus should use the AICE form.

(A)	STUDENT INFORMATION							
	1. Home CSU	2. Studer	nt ID#					
	3. Legal name							
	Last		rst			Maiden		
	4. Social Security #* 5. Date of birth * Not used as an ID number and will not be communicated to third party.							
	6. Mailing address				Obsta 7%			
	Street #		City		State Zip			
	7a. Primary telephone # 7b. Campus e-mail							
	8. Major field and/or credential objective							
	9. Class level at time of planned enrollment: Freshman Sophomore Junior Senior Graduate Postbaccalaureate							
	10. Are you currently receiving financial aid, tuition benefits, or fee waivers at your home CSU? Yes No							
	11. Do you plan to receive financial aid, tuition benefits, or fee waivers during your Visitor Enrollment term? Yes No							
(B)	PROPOSED ENROLLMENT							
	1. Host CSU							
	3. Have you previously attended the proposed host CSU? Yes No If yes, indicate term(s) year(s)							
	4. Planned course(s) at host CSU							
	ng of course(s) planned at host campus: Students must work with their advisor to ensure coursework completed at host CSU need requirements. Equivalent Course or Requirement							
	Course(s) at Host CSU (Course + Title)	Units	at Home CS (Course + Title OR Rec	_	Units	Home CSU Approval (Advisor/Chair signature)		
	rtify that the information I have entered ditions and procedures as stated.	ed above is true	and that I have read and un	derstand the e	eligibility requ	uirements, enrollment		
Stud	dent's Signature			D)ate			
	rtify that I have reviewed the student lied toward the student's degree requ		mic program plan, and that t	he courses lis	ted above w	ill be accepted and		
Adv	risor's Signature			D)ate			

PART II. TO BE COMPLETED BY HOME CSU

(A)	REGISTRAR'S CERTIFICATION						
	Residence status for fee purposes: Resident Nonresident						
	International (Visa) student at time of enrollment: Yes No						
	Maximum total units approved						
	I certify that this student's residence and academic status are correct according to the official records of this campus, that the student is eligible as of this date to register as a continuing student, that the student qualifies for temporary transfer in accordance with Section 40808 or 41030 of Title 5, that the student has complied with pertinent health-related requirements, and that this institution approves this request for temporary enrollment for one term only.						
(B)	FINANCIAL AID CERTIFICATION						
	Student has applied for financial aid during the Visitor Term: Yes No						
	If Yes, include a copy of the Financial Aid Term Summary.						
	What enrollment status is the financial aid on the Term Summary based on? FT TT HT						
	What date is the student's financial aid scheduled to be released?						
Note	tes						
Title	ancial Aid Signature e gistrar Signature						
PAF	RT III. TO BE COMPLETED BY HOST CSU						
(A)	APPLICATION DECISION						
	·						
	Remarks						
	Signature	Title					
(B)	REGISTRATION CONFIRMATION						
	The student registered: Date Nu	mber of units					
	Signature	Title					
	Host CSU						

POLICIES AND PROCEDURES FOR INTRASYSTEM VISITOR ENROLLMENT

Eligibility Requirements

Student participation in the Intrasystem Visitor enrollment program is at the discretion of the appropriate campus authority at both the home and host campuses.

Undergraduate

- 1. Student has completed at least one term at the home campus as a matriculated student in a state-supported program and earned at least 12 units there. Programs through Extension/Professional and Continuing Education are not eligible.
- 2. Student has a grade point average of 2.0 in all work completed at the home campus and is in good standing at that campus. Good standing applies to both academic and disciplinary standing.

Graduate

- Student has completed at least one term at the home campus as a matriculated student in an authorized graduate program and earned at least 12 units there. Programs through Extension/Professional and Continuing Education are not eligible.
- Student has the minimum grade point average required by their home campus and is in good standing at that campus. Good standing applies to both academic and disciplinary standing.

Enrollment Conditions

- 1. Approval of Visitor enrollment is valid only for the term specified and is subject to space availability and registration priority policies at host campus.
- 2. Academic advisement is available only at the home campus.
- 3. Evidence of completion of course prerequisites may be required at the host campus (i.e., personal transcripts or grade reports).
- 4. Financial aid is available only through the home campus and students eligible for veterans, rehabilitation, social security and other federal, state or county benefits must secure eligibility certification through the home campus.
- 5. Participation in student activities at the host campus is subject to any limitations that may exist at that campus. Similarly, student union facilities will be available according to policies at each campus.
- 6. Parking on the host campus will be available on the basis of a term fee within campus parking availability or on a daily fee basis.
- 7. Information concerning host campus identification card policies will be available at the time of registration.

Procedures

- 1. Student completes application and submits to the Registrar's/Records office at home campus at least two weeks before first day of classes at both campuses. Contact host campus for deadlines, if any.
- 2. Home campus registrar designee completes Part II in consultation with Financial Aid Office, and forwards to host campus registrar designee if approved, or returns to student, if disapproved. The approved application may be given to student so that they can submit it to host campus.
- 3. Host campus registrar completes Part III-A and provides a copy to student with registration instructions.
- 4. Student registers at host campus presenting approved copy(ies) of the application. Tuition and fees are assessed and charged.
- 5. Host campus completes Part III-B and submits back to home campus so that (1) Registrar can put on placeholder course; and (2) Financial aid, if eligible, can be processed including any adjustments to the student's Cost of Attendance budget.
- 6. The home campus is responsible for all enrollment reporting and processing of aid. Official notification will be provided by the host campus to the home campus if there are any changes to the student's enrollment.
 - A partial reduction of courses/units may impact the student's enrollment status and aid eligibility.
 - A full withdrawal may result in the home campus having to perform a Return to Title IV Aid calculation (or Return to CSAC for State Aid).
- 7. Permanent academic records will be maintained at the campus where courses are completed. A record of credit earned at a host campus will be available to the student and to the home campus upon request by the student or registrar of the home campus.

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