



Loyola Cross Registration Request

Consortium Cross Enrollment Registration – Fall/Spring semesters only

Undergraduate degree seeking students may enroll in a maximum of 6 credit hours of undergraduate courses per semester (8 hours if labs are required) at one of the Consortium universities. Students must be in good standing and must be enrolled in a minimum of 9 semester hours at Loyola. Students will only pay tuition to Loyola only*. Students who are interested in music performance or music industry courses must receive prior permission from the respective departments. **Cross-registration opportunities are contingent upon course offerings and capacity in courses not available to students at their home institution.**

* When applicable, lab or other course fees must be paid to host university.

- Students must obtain the approval of their advisor or department chair and the Associate Dean or Dean of their College.
- Students must first register for their course(s) in Loyola’s Registrar’s Office (Thomas Hall 204). Students must then complete their registration in the Registrar’s Office of the host university. If the course is not available, please return to Loyola’s Registrar’s Office and drop the course from your Loyola schedule.
- If during the semester, you withdraw from the class, it is your responsibility to withdraw from the class at the host university as well as from Loyola.

Name _____ ID# _____ Term _____

I have read and understand the above policies and procedure - _____

Student’s Signature & Date

Course #	Course Title	HRS	LU Equiv.	Advisor’s Approval *	Dean's Approval

* Please remember to check the availability of this course at Loyola before approval.

Registrar’s Office: _____ Date: _____

NOTES:
