

CROSS-REGISTRATION COLLEGE INTO TEDS/TGS



Trinity College

Trinity International University

University Records: 2065 Half Day Road; Deerfield, IL 60015 Fax (847) 317-8107

College Records Contact Information: Phone - (847)317-7050 E-mail: trecords@tiu.edu

Name: _____ ID#: _____

Contact Phone Number: _____

College students may register for one TEDS/TGS course per semester at no additional charge according to the process below. The cross-registration option is not available during the summer.

Qualifications:

- Full-time college student, carrying at least 12 undergraduate credits.
- Junior or Senior status. *Juniors must obtain permission from the College Academic Dean.**
- Minimum cumulative GPA of 3.0.

Procedure:

- Submit your completed form to the Records Office with the Dean's signature, if needed. Your form will be held in date order for processing before the class begins.
- **You will be notified by Records via GroupWise e-mail** with an updated copy of your course schedule sent to your campus box when your cross-registration is complete.
- All cross-registrations are dependent on space available in the desired class.
- Courses are subject to the deadlines, late fees, grading policies, etc. of TEDS/TGS.

Desired TEDS/TGS course: _____ Semester/Year _____/_____

	Course Number	Section	Course Title	Credit Hours	Audit Hours
1st Choice					
2nd Choice					
3rd Choice					

Purpose for taking this course (cannot be counted for *both* undergraduate and graduate credit):

- To earn graduate-level credit or audit hours (Seniors only).
- To earn credits toward my undergraduate degree (Juniors or Seniors).
Course may not be used to fulfill Gen Ed requirements.
 - Major/Minor requirement: please submit a Substitution/Waiver Form.
 - Elective credit: no further paperwork is necessary.

College Academic Dean Signature: _____ Date: _____

* *Juniors only*

Student Signature: _____ Date: _____