



### Three Step Enrollment Process

1. Pay application fee by registering for section UCSC.X800 (select appropriate quarter) at [www.ucsc-extension.edu](http://www.ucsc-extension.edu)
2. Submit Concurrent Enrollment Supplemental Application Form
3. Submit Instructor Approval Form

### Fees for Concurrent Enrollment 2018

#### Application Fee

- o Regular Application \$65.00
- o Late Application: Enrollment (\$65) + Late Application Fee (\$45) \$110.00

#### Course Fees

- o Undergraduate Fee(\$251/unit) \$1255.00
- o Graduate Course Fee (\$344/unit) \$1720.00

### Concurrent Enrollment Schedule 2018

	Winter 2018	Spring 2018	Fall 2018
Application Deadline	01/02/18	03/26/18	09/20/18
First Day of Instruction	01/08/18	04/2/18	09/27/18
Instructor Approval Forms Deadline	01/19/18	04/13/18	10/11/18
	<i>After this date, an additional \$50 late fee will be applied per course.</i>		
Last Day to Add Class/Change Grading Option	01/29/18	04/20/18	TBD
Last Day to Withdraw (no refund)	02/20/18	05/11/18	TBD
End of Quarter	03/23/18	06/14/18	12/14/18
Instructor Grades Due	03/28/18	06/19/18	TBD

### REFUND POLICY

Requests for withdrawal or refunds must be made in writing to the Registrar of UCSC Silicon Valley Extension. Requests may be faxed to (408) 342-0164. Otherwise, postmarks will be used as date submitted. Refunds are based on campus policy according to the quarter's **first day of instruction** posted above. Only course fees are refunded. The schedule for refunds is as follows:

- 90% Refund ..... 2–7 calendar days after first day of instruction
- 50% Refund ..... 8–18 calendar day after first day of instruction
- 25% Refund ..... 19–35 calendar days after first day of instruction
- 0% Refund ..... 36+ calendar days after first day of instruction