**UCSC Silicon Valley Extension**

**PROFESSIONAL EDUCATION**

Open Campus Enrollment Form
3175 Bowers Ave. Santa Clara, CA 95054
(408) 861-3700
opencampus@ucsc.edu

Congratulations on continuing your education through Open Campus, formerly known as Concurrent Enrollment. Through Open Campus, members of the community and previous UCSC students can take UCSC courses without applying for a degree. If you are planning to use these credits towards a UCSC degree, please work closely with your advisor to ensure these credits fulfill pending requirements.

Please complete the form entirely and obtain the required signatures. Once completed, email the form to opencampus@ucsc.edu. Do not forget to register for UCSC.1000 since it is required for enrollment. If you have already registered for UCSC.1000 in the past, please contact opencampus@ucsc.edu. You will still need to complete this form even if you paid for UCSC.1000 in the past.

Part 1. Student Information
*Minors must also submit the Parent/ Guardian Consent Form

| Term and Year: | Last Name: | First Name: |
|---|---|---|
| CruzID (if applicable): | Phone: | Email: |
| Address: Street: | | |
| City: | State: | ZIP: |

| | | |
|---|---|---|
| To use ADA Accommodations, please visit the Disabilities Resource Center or call (831) 459-2098. Be sure to reach out two weeks prior to the start of the course or sooner, if possible. | | |
| **Note about Student Account Holds**: If you have a hold on your account from any department at the main campus, the hold applies to Open Campus as well and you will not be approved for enrollment. Please email opencampus@ucsc.edu for further instructions. | | |
| Yes     No | Have you ever been dismissed, suspended or placed on warning or probation (academic or disciplinary) by any institution including UCSC? If yes, please explain: | |
| Yes     No | Do you have any financial obligations to UCSC? If yes, please explain: | |
| Yes     No | Have you ever been barred from the campus by police or court order? | |
| Yes     No | Are you a current or former UCSC student and are applying to Open Campus to complete credits of coursework required for your undergraduate degree from UCSC? If so, do you acknowledge and give permission to have your transcript sent to the UCSC Office of the Registrar? | |

Student Statement: I certify that I have considered all questions carefully and that my statements are true and complete to the best of my knowledge. I also agree that I have read and understand all of the policies and requirements outlined in the Open Campus website.

Student Signature: _____ Date: _____

Part 2. Course Information

| Class Number: (ex. 12345) | Course ID including section number: (ex. ENG 101-01) | Number of Units: (ex. 5) |
|---|---|---|
| Department: | Course Title: | |
| Canvas Access:<br><br>　　Yes　　　　No | Grade choice for the course?<br><br>Letter grade (ex: A, B,C, D, or F)<br><br>Pass/No Pass | |
| Instructor Name: | Instructor Email: | |
| 　Yes　　　No | Is this your last course to graduate? If so, do you understand that you must obtain below the signature of your department assistant? | |

Part 3. Required Signatures

**Note to instructors:**

Before signing this form, please assess the capacity of your class to ensure that space is available for regularly enrolled students. Matriculated students have priority. Your signature indicates that you have determined that the student named above may enroll in the course indicated and for the grading system checked above. This student's attendance, and grading must be recorded separately as they will not appear on your regular course roster. Student grades will be recorded with UCSC Extension (opencampus@ucsc.edu) which will request it from you directly via email.

Instructor Signature: _____    Date: _____

**Graduate-Level Course:** If this course is a graduate-level course (200 or above), the Dean of Graduate Studies and Research signature must also be obtained:

Dean of Graduate Studies Signature: _____    Date: _____

**Final Course:** If this course is the student's last course to graduate AND is part of their major, the Department Assistant's signature must also be obtained:

Department Assistant Signature: _____    Date: _____