

AREA OF RESPONSIBILITY:	DIVISION OF ACADEMIC AFFAIRS
RESPONSIBLE CONTACT:	UNIVERSITY REGISTRAR
POLICY IDENTIFICATION:	CROSS-REGISTRATION
EFFECTIVE DATE:	1/07/99
Reviewed:	1/30/09
LAST REVISED	05/2022

It is the policy of the University that students can participate in cross-registration. Cross-registration is the process of taking one or two courses at other approved institutions at no additional cost to the student, except for course fees. The cost of taking courses is included in the tuition at Virginia Union University.

A student who wishes to participate in Cross-registration must receive prior approval from the advisor, department chair and the Dean, and final approval from the Office of the Registrar. The approved institutions are: Virginia Commonwealth University, the University of Richmond, and Virginia State University.

To participate in cross-registration, the student must be a junior or senior at Virginia Union University, have a cumulative GPA of 2.5 or above, and request enrollment in a 300-level or 400-level course at the other institution. Also, the requested course cannot be offered at the home institution.

An approval form may be requested from the advisor to begin the process of obtaining approval for cross-registration. Once the signatures of the advisor, department chair and dean have been obtained, the form should be brought to the Office of the Registrar for final approval.

The Registrar will give instructions to the student prior to enrollment for Cross-registration at another institution.
