

The basic CRC Cross-registration Agreement

• Undergraduates

Agreement for CRC Cross-Registration for Undergraduates

CRC Cross-Registration is an option for undergraduate students paying full tuition to the home institution during the fall and spring academic semesters. It does not operate for summer sessions.

What is the process once the student in a CRC institution has found the course he/she wants to take on another campus and has received approval from the appropriate department on his/her campus?

Briefly, this is the process: (1) The student takes to the registrar on his/her campus a completed CRC interinstitutional form. (2) The person in the registrar's office who deals with CRC cross-registration checks the CRC interinstitutional approval form for errors, to be sure that it is complete, as well as for "legality," i.e., that the rules of the consortium are satisfied. For example, the student must be a full-time degree student at the institution; there may be limits with regard to hours that may be taken on another campus; freshmen may not take courses on another campus without special permission. The signature of the responsible person in the registrar's office indicates that the form has been completed satisfactorily and that the rules of the consortium have been followed. (3) The registrar's office sends the first two pages of the seven-copy form to the registrar's office of the institution where the course will be taken. Generally, the second copy designated for the business office is held in the registrar's office until after the student is settled properly in a course. (4) Registrars verify with lists sent to each other the details of courses and students taking the courses. This is a time-consuming process inasmuch as courses may be filled or students may wish to drop courses. (5) Copies of the interinstitutional approval form are received by the business office. Each business office involved will have two sets of copies, one for the institution being visited and a second designated from the home institution. The business office uses these forms to verify correct billing. The process works well.

• Graduate students

Agreement for CRC Cross-Registration at the Graduate Level

During the 1988-89 academic year, a watershed decision was made to extend CRC cross-registration to the graduate level. At the CRC Board of Directors meeting on April 27, 1989, the motion was made to extend the principle of cross-registration at the graduate level in CRC to each campus. Dr. John E. Weems, President of Meredith College and President of the CRC Board of Directors, called for the vote on the motion and declared it passed.

North Carolina State University and Meredith College took action in March and April, 1989, as seen in the following documents:

1. Memorandum, March 6, 1989, Nash N. Winstead, Provost and Vice Chancellor, N. C. State University, informed the CRC Director of a resolution passed by the Administrative Board of the Graduate School at N. C. State University which had the concurrence of Dr. Winstead and the Chancellor Bruce R. Poulton. This resolution, passed February 9, 1989, approved an arrangement to extend the CRC Program to graduate courses with certain stipulations. (See the stipulations on the next page.)
 - a. That the arrangement to include graduate courses from N. C. State University in the CRC program be reviewed by the Graduate Administrative Board in 1992, providing ample opportunity for assessing the impact of off-campus involvement in NCSU graduate courses.
 - b. That NCSU graduate degree students be enrolled in at least three graduate courses on the NCSU campus taking courses off-campus via CRC.

- c. That graduate degree students be permitted to enroll in CRC off-campus courses only when such courses or their equivalent are not offered on the NCSU campus.
- d. That the maximum graduate credits taken through CRC and used to fulfill degree requirements be limited to six.
- e. That grades earned through CRC enrollment not be used to compute NCSU grade point averages.

2. Letter dated April 14, 1989, Conniesue B. Oldham, Dean of The John E. Weems Graduate School, Meredith College, informed the CRC Director, Dr. Rosalie P. Gates, that the Academic Council at Meredith College had approved the proposal for extending CRC cross-registration to graduate courses at Meredith College. She stated that both the President and Academic Dean of Meredith College were present when the action was taken. The following paragraphs concerning graduate students through CRC were enclosed:

“Meredith, Peace, Saint Augustine’s and Saint Mary’s Colleges, North Carolina State University and Shaw University form a consortium through which they provide, without extra cost, their collective educational resources to students at each of the six institutions. Under this agreement, Meredith graduate students may take courses at any of the other five campuses.

“A student who wishes to register for a course at one of the Cooperating Raleigh Colleges should secure the approval of her adviser. Except under unusual circumstances, approval will be given only for those courses not available at Meredith. The Graduate Studies Committee will receive written appeals from students whose requests have not been approved by the person designated above. The maximum number of graduate credits a student may take through CRC to fulfill degree requirements is six. Prerequisite courses may also be taken through CRC with the approval of the student adviser.”