

CROSREGISTRATION SCSUICU **FORM** 



Forstudents aSouthCarolinaStateUniversity,Claflin University and OrangeburgCalhounTechnicalCollege. NOTE: This form must be used by all students of the institutions listed above who wisht crossregister, whether or not the courses are taken under the ution-free charge policy. See reverse side for policies, limitations and instructions.

HomeInstitution

Host



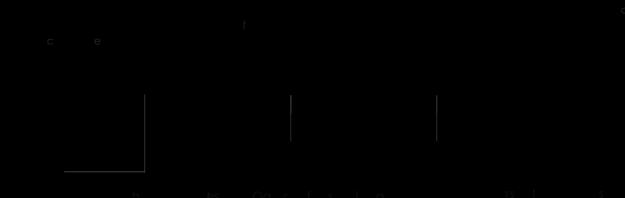
# Instructions to the Student

- 1. Complete the Cross-Registration Form on the reverse side. Please print clearly.
- 2. Make sure that have your Chairperson's approval and that your home Registrar approves this form before taking it to the Dean and Registrar of the host institution.
- 3. When you register at the host institution, remember that you must pay any special fees, such as laboratory fees, to the Finance Office.
- 4. You must abide by policies and schedules of the host institution regarding grades, exam dates, absences, withdrawal guidelines, etc.



CLAFLIN UNIVERSIT

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# University Policy 300.06 COURSE SUBSTITUTIONS AND EXEMPTIONS

**Responsible Administrator:** Provost the Chief Academic Officer **Responsible Office:** Office of the Provost and Office of Enrollment Management **Originally Issued:** April 2019 **Revision Date: Authority:** Office of the President

## **Policy Statement**

It is the policy of Claflin University to ensure the appropriateness of substitution of or exemption from prescribed courses in a curriculum.

### **Statement of Purpose**

course substitutions and or

exemptions.

# Applicability

This policy applies to all students at Claflin University.

## PROCEDURES

Under exceptional circumstances a substitutio2reW\*nBT/F2IIf10 0 116 50Im0 G