



Office of the Registrar  
University of Massachusetts Boston  
Campus Center, 4th Floor  
100 Morrissey Boulevard  
Boston, Massachusetts 02125-3393  
617-287-6200, Fax 617-287-6242  
www.registrar.umb.edu

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## CROSS-REGISTRATION FORM

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University of Massachusetts Boston participates in Cross-Registration with 5 other colleges: Bunker Hill Community College, Massachusetts Bay Community College, Massachusetts College of Art, Roxbury Community College and Hebrew College. Cross-Registration creates the opportunity to take a course at one of the participating colleges free of tuition and fees. Cross-Registration is an attractive option if you would like to investigate other areas of study or academic disciplines not offered at UMass Boston.

### Requirements

- Cross-Registration is only an option in the Spring and Fall Semester
- You need to be enrolled as a full time student (12 credits) at UMass Boston
- You may only register for one course at the host college
- The course you choose cannot be offered at UMass Boston in the same term

### Please note:

The same rules that apply for transfer credits apply to cross registered courses, although these courses will appear on your transcript as a regular course for that term. **If the student falls below full time with the university the cross registered course must be treated as a transfer credit and the student is obligated to pay the host college tuition and fees.**

### Form Instructions

- **Step one:** Fill out the Cross-Registration Form. Attach a copy of your unofficial transcript and a course description from the host school to obtain prior approval from the Registrar's Office.
- **Step two:** After the form has been reviewed and signed off by a UMB official, you will get an e-mail to come pick up the form.
- **Step three:** Register for the course at the host college and obtain the signature and seal from a college official.
- **Step four:** Submit back to the Registrar's office for processing.
- **Step five:** After the course has been completed, send a copy of your official transcript from the host college WITH THE GRADE to the Registrar's office.



Cross Registration Form BSR



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**CROSS-REGISTRATION  
 FORM**

Please fill out the information below and attach a copy of the host schools course description and your UMB unofficial transcript, submit to the Registrar's Office CC-4-4100 for review

**PRINT CLEARLY**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

DOB: \_\_\_\_\_ Phone: \_\_\_\_\_ UMass ID: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

What College are you cross-registering to?

\_\_\_\_\_

Is this course required for your Major? \_\_\_YES or \_\_\_NO

\*If yes, a departmental official will need to approve the transfer course equivalent.

Dept.	Course #	Course Title	UMB Equivalent	UMB College Official Signature	Schedule II

**UMB College Official**

As of \_\_\_\_\_, the above named student is enrolled in a full time course load.

College Official Signature:

\_\_\_\_\_

(UMB SEAL)

**Host College Official**

Certification; final registration for the above named student in the approved course is complete.

College Official Signature:

\_\_\_\_\_

(HOST SEAL)

