



BENTLEY UNIVERSITY

Application for Cross Registration

Name:

Bentley ID:

Phone:

Email:

Local Address:

Permanent Address:

Academic Major:

Indicate the host institution you would like to attend:

Brandeis University

Regis College

Indicate the following information about the course you would like to take:

Course Number:

Course Title:

Degree Requirement Fulfillment: Check all that apply.

Major

Minor

Arts and Science elective

Business elective

Unrestricted elective

Bentley-Brandeis-Regis Exchange Policy:

Bentley students may enroll in courses at Brandeis University and Regis College through a cross-registration agreement between the institutions. Students may only cross-register for courses that are not offered at Bentley and must obtain prior approval from the applicable department chair and the Director of Undergraduate Advising. Students who cross-register through the Bentley/Brandeis/Regis consortium will be assessed tuition and receive financial aid (where applicable) from Bentley. Additionally, grades earned in cross registered courses, including F's, are part of the student's Bentley academic record, appear on the student's transcript, and are averaged into a student's overall Bentley grade point average. For academic advising assistance, please connect with your advisor or email UndergraduateAdvising@bentley.edu.

I have read and understand the Bentley-Brandeis-Regis Exchange Policy.

Cross-Registration Process:

Once you receive approval from both your Bentley department chair and the Director of Undergraduate Academic Advising, you must also obtain permission from:

- 1. The instructor of the course at the host institution*
- 2. The Registrar of the host institution*

*After securing all required approvals, please submit the completed form to the **Bentley University Registrar's Office**.*

Bentley Required Approvals

Department Chair or designee:

Date:

Department:

Director, Academic Advising:

Date:

Host Institution Approvals

Instructor:

Date:

Registrar:

Date: