



**FINANCIAL AID GUIDELINES & PROCESS FOR CSU CROSS ENROLLMENT**

CSULB enrolled undergraduate students participating in the official CSU Cross-Enrollment program are eligible to have units from ONE course taken at a California Community College, considered as part their enrollment status for financial aid eligibility purposes. The units from this course will be combined with CSULB units taken during the semester of Cross-Enrollment, and used to determine a student’s financial aid eligibility.

Example:

<i>College Enrollment</i>	<i>Number of Units</i>
CSULB Enrollment	9 Units
Community College Enrollment	3 Units
<b>Overall Enrollment for Financial Aid</b>	<b>12 Units</b>

**Eligibility Requirements**

In order to participate in the CSU Cross-Enrollment Program, you must meet all of the following eligibility requirements:

- Have completed at least one term at CSULB as a matriculated student
- Be enrolled at CSULB for a minimum of six units during the Cross-Enrollment semester
- Have earned a minimum 2.00 GPA
- Be classified as a California resident
- Paid appropriate tuition and fees at CSULB for cross-enrollment semester
- Completed appropriate academic preparation as determined by CSULB
- **Financial Aid Consideration:** A student requesting financial aid consideration for cross enrollment must have a SAP status making them eligible to receive a financial aid disbursement for the cross enrollment term.
- **Financial Aid Limitation:** Due to CSU policy, students that have reached the maximum 70 unit community college transfer limit are not able to have additional units considered for financial aid purposes.

**Units from only ONE course taken at a California Community College can be included in your enrollment status at CSULB**

**Other Important Information**

- The units taken through Cross-Enrollment at the community college must be approved for unit credit by Enrollment Services. “SUBJECT CREDIT ONLY” units cannot be considered.**State University Grant and Cal Grant Fee Award recipients:** If you are a State University Grant or Cal Grant recipient, your grant is tied to the tuition charged at CSULB only; **if you are enrolled in only 6 units at CSULB, there will not be a change to your tuition fee award.**
- Your **Satisfactory Academic Progress** will be monitored based on your overall enrollment status (including the cross enrollment units). Please refer to the CSULB Satisfactory Academic Progress Standards for the Receipt of Financial Aid policy.



## Cross Enrollment Procedures

Complete the appropriate forms listed below. The first two forms are also available directly from the [Enrollment Services Forms page](#), under Registration and Records.

- [CSU Application for Cross Enrollment Form](#)
- [CSULB Request for Evaluation of Course Work from Another Institution Form](#)
- **CSULB Financial Aid Cross Enrollment Form.**

Please review and follow the instructions outlined below

1. Complete the **CSU Application for Cross Enrollment** form and take it to the Enrollment Services – Beach Central Windows (101 Brotman Hall) for processing. Enrollment Services staff will verify your eligibility and complete the “Home Campus Certification” section. ***The form will be returned to you at that time.***
2. Complete and submit the **CSULB Request for Evaluation of Course Work from Another Institution** form to the Enrollment Services Beach Central windows. Transfer Evaluations staff will process your request and notify you via email of the outcome. If approved, the Office of Financial Aid will be notified of your eligibility.
3. Take the processed **CSU Application for Cross Enrollment AND Financial Aid Cross Enrollment** Form to your community college for completion.
  - Your Community College Registrar completes the **CSU Application for Cross Enrollment**
  - Your Community College Financial Aid Office completes the **Financial Aid Cross Enrollment form**
4. Once completed by your community college, submit both forms to the Enrollment Services - Beach Central windows. Both forms **must** be submitted simultaneously - incomplete or unprocessed forms will not be accepted.
5. Once submitted, the Office of Financial Aid will review your financial aid awards to determine if you qualify for any award adjustments. You will be notified of any changes via email, after “census” (4<sup>th</sup> week of the semester) when enrollment becomes official for the term.

### ***Deadline for Cross Enrollment Form Submission***

Financial Aid Cross Enrollment Verification Forms must be submitted *PRIOR* to the last day of finals for the semester.

**Late forms cannot be accepted or processed**



2019



FSOCES

CALIFORNIA STATE UNIVERSITY **LONG BEACH**

18-19 FSOCES

**Student Name:** \_\_\_\_\_

**Campus ID Number:** \_\_\_\_\_

**CSULB FINANCIAL AID CROSS ENROLLMENT FORM**

I certify that I meet all eligibility requirements to participate in the CSU Cross Enrollment program, including:

- Completion of at least one term at CSULB as a matriculated student
- Enrollment in a minimum of six units at **CSULB** during my Cross-Enrollment semester
- Having a minimum 2.00 GPA
- Being classified as a California resident
- Meeting the Satisfactory Academic Progress (SAP) Standard for the receipt of financial aid

I also understand that units from only ONE course taken at the California Community College can be included in my overall enrollment status for Cross-Enrollment.

**Cross Enrollment Semester: (Check one):**                      **Fall 2018**                      **Spring 2019**

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Once completed, take this form to the campus/school you will be doing cross enrollment with to have the Host Campus Financial Aid Certification completed.**

**Host Campus Financial Aid Certification**

This section is to be completed and signed by the Community College Financial Aid Office that you will be attending:

*The student listed above is enrolled in a degree program at CSU Long Beach. He / She has requested an increase in financial aid at CSU Long Beach due to cross enrollment at your school – during the semester indicated. Your signature certifies that the student listed above has not and will not receive Federal Student Aid from your school for the semester indicated.*

Financial Aid Administrator: \_\_\_\_\_ Title: \_\_\_\_\_

Name of School: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Financial Aid Administrator’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Return this form to our office**

**By Mail:**

CSULB Financial Aid Office  
1250 Bellflower Blvd.  
Long Beach, CA 90840-0106

**In Person:**

Visit our website to “Join the Queue”  
Beach Central – Intake Windows  
Brotman Hall; 1<sup>st</sup> Floor Courtyard

**By FAX:**

(562) 985-1509  
**Attention: Financial Aid**