



### Five Step Enrollment Process

1. Contact the course instructor and let them know of your plans to attend their course through open campus.
2. Pay application fee by registering for section UCSC.1000 (select appropriate quarter) at [www.ucsc-extension.edu](http://www.ucsc-extension.edu)
3. Submit Concurrent Enrollment Supplemental Application Form
4. Submit Instructor Approval Form
5. Pay your tuition by deadline.

### Fees for Concurrent Enrollment 2019

**Application Fee** \$110.00

**Course Fees**

- o Undergraduate Fee \$350 per unit
- o Graduate Course Fee \$450 per unit

### Concurrent Enrollment Schedule 2019

	Fall 2019	Winter 2020	Spring 2020
Start of Quarter	09/21	01/03	03/30
Application Fee Deadline	10/04	01/17	04/10
Supplementary App Form Deadline	10/04	01/17	04/10
Instructor Approval Forms Deadline	10/04	01/17	04/10
Tuition Payments Due (drop for non-payment)	11/01	02/14	05/08
Last Day to Withdraw	11/08	02/21	05/15
End of Quarter	12/13	3/20	06/11
Instructor Grades Due	12/27	04/03	06/25

### REFUND AND WITHDRAWAL POLICY

Requests for withdrawal or refunds must be made in writing to the Registrar of UCSC Silicon Valley Extension ([ExtensionRegistrar@ucsc.edu](mailto:ExtensionRegistrar@ucsc.edu)). Please refer to [UCSC's Main Campus policy](#) for the schedule for refunds.