



# UNIVERSITY SYSTEM OF MARYLAND

## **III-2.40 - POLICY ON UNDERGRADUATE STUDENT CONCURRENT INTER- INSTITUTIONAL REGISTRATION**

(Approved by the Board of Regents, February 22, 1990; Technical amendments by the Board, December 12, 2014)

### I. POLICY

In order to permit enrichment of the college experience for full-time undergraduate students attending University System of Maryland institutions, each institution shall provide opportunities for students to pursue courses for credit at other institutions within the System, with exceptions as provided in III below. The existence of this policy does not supersede cooperative agreements entered into by two or more USM institutions. Student participation is on a voluntary basis; however, course work should be used to augment the program of study being pursued at the home institution.

### II. DEFINITIONS

- A. Home Institution - The institution at which the student has been admitted and is enrolled as an undergraduate degree candidate;
- B. Host Institution - The institution at which the student is registered to pursue courses through the inter-institutional registration program.

### III. REGULATIONS GOVERNING THE INTER-INSTITUTIONAL REGISTRATION PROGRAM

- A. Only undergraduates who are enrolled full-time in degree programs and who have attained at least sophomore status and are in good academic standing at the home institution are eligible to participate in the program. Students participating in the ROTC program are exempt from the sophomore standing requirement.
- B. This program is not available at University College or in self-support programs.
- C. Participation in the student inter-institutional registration program shall be entered into only after receiving approval from the appropriate authority at the home institution and with the concurrence of the appropriate authority at the host institution. Approval does not insure availability of a place in the course at the host institution. Students will use the registration procedures and times applicable to native students at the host institution.

- D. All tuition and fees incurred by students shall be paid to the home institution in accordance with that institution's policies. No additional registration fees may be charged. However, fees at the host institution associated with special courses may be assessed.
- E. Ordinarily students may attempt in a given semester only the number of credits in combined registration equal to the maximum number permitted students at the home institution. At least fifty percent of the semester course credits must be taken at the home institution.
- F. All credits and grades earned by participating students at a host institution shall be defined as resident credit and entered on the academic record of the student at the home institution. Both grades and credits earned within this program shall be included in the calculation of the grade point average at the home institution.
- G. The University System of Maryland and each institution shall develop coordinated procedures for the implementation of this policy.

Replacement for: BOT XI-M&N and Appendix H