



Baltimore Student Exchange Program (BSEP) Cross-Registration Request Form

Registrar's or Records Office

For additional information about the BSEP program and participating institutions, visit <http://baltimorecollegetown.org/colleges/cross-registration/>.

Course Instructor Signature - Visiting Institution Date

*Required for JHU/Peabody, MICA students if prerequisite is not satisfied.

YOUR INSTITUTION EQUIVALENCY (To be completed by your institution's administrator, if applicable)

| Priority | Department Code | Course # | Course Title | Department Dean Signature (Coppin, Loyola, TU students) |
|----------|-----------------|----------|--------------|---|
| #1 | | | | |
| #2 | | | | |
| #3 | | | | |
| #4 | | | | |

SECTION 3: Signatures (Your Institution)

*Your signature verifies you have read and agree to adhere to the academic calendar and policies, including payment of any course related fees, at the visiting institution while participating in BSEP.

Student Signature Date

*Required for all students

Academic Advisor Signature Date

*Required for Coppin, Goucher, JHU, Peabody, Loyola, MICA, Morgan, Notre Dame, Stevenson, Towson, and UB students

Faculty/ Major Advisor Signature Date

*Required for JHU-Engineering students

Academic Advisor & Support Center Signature Date

*Required for Loyola students

Special Approval Signature Date

*Required for Coppin and UMBC ROTC students

SECTION 4: Registrar's or Records Office (Your Institution)

BSEP Coordinator Signature Date

*Required for all students