

# SPECIAL REGISTRATIONS

## Auditing

To qualify as an auditor for fall, spring or summer semester, a student must be 21 years of age or older or approved by the Registrar's Office. Auditors may not be registered for any other University of Colorado courses during the time they are auditing. Auditors are not eligible to audit courses if they are under suspension from the university or have outstanding financial obligations to the university.

The Registrar's Office does not keep any record of courses audited; therefore, credit for these courses cannot be established. Auditors may attend as many courses as they wish (except those courses with laboratories or where special equipment is used), provided they have received permission from each instructor.

An auditor's card is issued by the Bursar's Office after classes begin. An auditor's card is non-refundable. Auditors, whether resident or nonresident, pay for three semester hours of resident tuition for all audited courses during the fall, spring and or summer semester for class instruction and library privileges only. Auditors do not receive student parking privileges and are not eligible for other student services. This card should be presented to the instructor upon entering the class. For more information, contact the Bursar's Office (<http://catalog.ucdenver.edu/cu-denver/undergraduate/student-finances/>).

## Intercampus Enrollment

The Intercampus Enrollment Program is open to all CU Denver degree seeking students who are currently enrolled in CU Denver courses. This program helps students fulfill degree requirements so that they may graduate in a timely manner. Students who wish to utilize this program and enroll in courses at the Boulder or Colorado Springs campus concurrently, must meet with their Academic Advisor from their School/College at the Home (Denver) Campus to confirm that the course taken at a Host Campus is equivalent to the course needed to graduate, and to ensure that all required prerequisites/requisites are fulfilled.

Actively-enrolled CU Denver degree seeking students may be eligible for enrollment in up to two (2) courses or six (6) credit hours, whichever is greater, at another CU campus, by submitting the Intercampus Enrollment and Policy Form to the Registrar's Office prior to the Add Deadline date of the Host Campus (Boulder/Colorado Springs). The Intercampus Enrollment and Policy Form can be obtained by accessing the CU Denver Registrar's Office website (<https://www.ucdenver.edu/registrar/student-resources/forms/>).

**If you are a student using VA Education benefits Chapter 33 (Post 9/11 GI Bill), you should NOT use the Intercampus Enrollment Program if you want your enrollments at a sister campus covered. Contact your VMSS Certifying Official to go over your options.**

**If you are a student using VA Education benefits Chapters 30, 31, 35 and Chapter 1606, you are ELIGIBLE to use the Intercampus Program and your courses will be covered under the Intercampus Enrollment Program billing policy.**

**For students using VA Education benefits and participating in Intercampus Enrollment, please contact the Office of Veteran and Military Student Services to discuss any needed next steps at [vmss@ucdenver.edu](mailto:vmss@ucdenver.edu).**

Students who wish to utilize this program must meet the following requirements for eligibility:

- Must be currently enrolled in at least one (1) course at their home campus during the term in which they are seeking enrollment at CU Boulder/CU Colorado Springs.
- Students must have their Academic Advisor confirm that all requisites have been met by the student prior to enrollment in the requested Intercampus course(s).
- Courses requested through the Intercampus Enrollment Program must be Main Campus courses. Continuing Education and Coursera courses are **not** eligible under any circumstance.
- Some Undergraduate & Graduate Students may be exempt from Home campus enrollment if seeking a degree in the following programs at the campus listed:
  - Applied Mathematics (PhD) - Boulder, Denver
  - Architecture & Planning, (PhD) - Boulder, Denver
  - Civil Engineering, (PhD) - Boulder, Denver
  - Computer Science (MS & PhD) - Boulder, Denver
  - Education Administration (All Careers) - Denver
  - Electrical Engineering - Boulder, Colorado Springs, Denver
  - Geography (MA) - Boulder, Colorado Springs
  - Master of Engineering - Boulder, Colorado Springs, Denver
  - Mechanical Engineering - Boulder, Denver
  - Psychology - Boulder, Colorado Springs, Denver
  - Public Affairs - Colorado Springs, Denver

Enrollment and the dropping of Intercampus Enrollment course(s) can only be performed by the student's Home Campus Registrar's Office.

Students enrolled for course(s) at a Host Campus are responsible for requesting the adding and/or dropping of courses within the host campus's deadlines, published on the Host Campus Academic Calendar.

Any questions regarding this program should be directed to the "Home Campus" Intercampus Enrollment Coordinator within the Registrar's Office.

To review the policy in full, please click here (<https://www.cu.edu/ope/aps/>) and search policy number 800.

## Inter-Institutional Program

CU Denver degree seeking students can take courses to count towards degree completion or fulfill pre-requisites for CU Denver courses, by taking courses at Community College of Denver (CCD) through the Inter-Institutional Program.

To be eligible to participate in the Inter-Institutional program between CU Denver and CCD, a student will need to follow the steps outlined below. Please note, there are restrictions that will apply:

- Consult your department chair, Dean, or advisor to verify that the courses apply toward your degree requirements.
- Must be a CU Denver, degree-seeking student.
- Must be enrolled in classes at CU Denver during the same term as requested enrollment at CCD.
- Apply for Admission as a non-degree seeking student and register for classes at CCD according to the published deadlines for the Inter-Institutional Program.

- Obtain and complete the Inter-Institutional Application and Registration form (<https://www.ucdenver.edu/registrar/student-resources/forms/>).
- Registration form must be approved and signed by the student's Academic Advisor, prior to submitting to the Registrar's Office.
- Submit the completed Inter-Institutional forms to the Registrar's Office at CU Denver for approval, prior to the published deadline listed on the form.
- Waitlisted CCD classes are not eligible for the Inter-Institutional program.
- Online classes are not eligible for the Inter-Institutional program.
- Remedial courses are not eligible for the Inter-Institutional program.
- Credit hours taken at CCD must be equal to or less than the number of enrolled credits taken at CU Denver. Enrollment credits may not exceed 9 credit hours or two full-term classes (whichever may be higher) per semester.
- CU Denver students are required to meet all CCD course prerequisites prior to registration.
- Tuition and fees for all classes will be billed through CU Denver and payment must be made according to published deadlines.
- Enrollment credit hours at CCD through the Inter-Institutional program are **not** eligible for Financial Aid.
- Students must follow the CCD academic calendar concerning all deadline dates.
- Courses must be added or dropped by the published date on the Inter-Institutional form.
- It is the student's responsibility to verify all CCD deadline dates, as they are different than CU Denver's Academic Calendar deadlines.
- Any registration modifications must be submitted to both Registrar Offices at CCD and CU Denver.
- If classes are not dropped by CCD's drop deadline date, you may receive an "F" as a letter grade on your transcripts.
- At the end of the term, CU Denver students must obtain an official transcript from CCD and submit it to CU Denver Transfer Articulation for transfer credits.

Note: The instructor is **not** required to review written or oral exams, or assignments.

For more information about this program, please visit the Lifelong Learners webpage (<https://www.ucdenver.edu/lifelong-learners/>).

## Lifelong Learners Program

Area residents who are 60 years of age or older may attend classes at the University of Colorado Denver on a non-credit/non-tuition basis during the fall and spring semesters.

Note: Each academic department/unit may have its own policy regarding your acceptance into a specific class. Senior citizens may take any course (offered at the Downtown Campus) listed in the online course schedule except: courses which require laboratory or special equipment use, computer courses, courses offered through the Division of Extended Studies, courses with additional fees, online courses, or Anschutz Medical campus courses, and intensive and/or module courses (i.e. Maymester, six-week, or hybrid).

Acceptance into a class will be determined by the instructor, based on space availability, and the previous level of education obtained by the senior citizen student. Participants may register for classes beginning on the first day of class. The last day to register for a class via the Lifelong Learners Program is the second Friday after classes begin. Submissions after this day will not be reviewed. A limit of two courses may be taken per semester.