

will receive the advanced standing evaluation before registration; otherwise applicants will be processed during the semester.

Each student should develop a personal folder in which he keeps his own copies of transcripts, grade cards, advanced standing evaluation, departmental check sheets, and other information pertaining to his progress toward meeting various requirements for his degree or credential. Advisers are available for assistance; it is the responsibility of the student, however, to be sure that he has met all requirements.

## REGISTRATION

Registration is open to new students who have been formally admitted and to former students in good standing. Former students returning after an absence of one semester or more must file in the Admissions Office a form requesting readmission by the deadline date published in the *College Calendar*. Students seeking readmission will be held strictly to this deadline. Students who are returning after an absence of two semesters or more and those who have been absent one semester or more and have attended another institution in the interval will be required to pay the \$5 application fee for readmission. The *College Calendar* lists dates of registration. Late registrants are assessed a fine of \$5 and a late filing fee of \$2 if materials are not filed within 48 hours. Registration is complete only when all required forms are completed and filed and all fees are paid.

Students transferring between the Fresno campus and the Bakersfield Center should notify the Admissions Office where they intend to enroll well in advance of registration. This does not apply to any Summer Session, see *Educational Services*.

### SCHEDULE OF COURSES

An official *Schedule of Courses* is prepared for publication each semester listing registration procedures, courses offered, hours and rooms. The schedule is available prior to registration and may be purchased through the Business Office for a nominal cost.

### CONCURRENT REGISTRATION

Approval must be obtained in advance of registration from the Registrar before transfer credit may be earned at another college concurrently with registration at Fresno State College. Normally permission for concurrent registration will not be granted for a class which is offered at Fresno State College.

### PROGRAM RESTRICTIONS

Students planning to register for more than 17 semester units must obtain permission from the School Dean or Division Chairman to carry maximum programs. In general for undergraduates, requests to take units above the maximum will be granted on the following basis: 18 semester units may be approved if the student has a 2.5 grade-point average or above (on a 4 grade-point system); more than 18 semester units may be approved if a 3.0 grade-point average has been maintained.

Enrollment in upper division courses is restricted to students with junior, senior or graduate standing, or who have the necessary prerequisites. Exceptions are subject to the approval of the instructor and department chairman for the course concerned. Upper division credit may not be granted until a student has completed a minimum of 45 semester units. Only students who have been fully approved for admission to credential programs may enroll in certain education courses and qualify for a school service credential on the basis of the college's recommendation.

Credit in any course is also subject to all restrictions which may appear in the *General Catalog*. For restrictions on graduate study, see *School of Graduate Studies—Master's Degrees*.