

CONCURRENT REGISTRATION AT ANOTHER COLLEGE

Approval of the Registrar must be obtained in advance of registration 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 dean of the school. In general, undergraduate requests to take units above the maximum will be granted on the following basis: 18 semester units may be approved if a 2.5 grade-point average or above (on a 4 grade-point system) has been maintained; 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. Upper division credit may not be granted until students have 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*.

PROGRAM CHANGES

Each student is held responsible for the program of courses listed at the time of registration. After the program has been filed, no changes will be made or recorded until the forms provided by the Student Records Office have been properly filled in and filed in that office. No courses may be added after the second week of the semester; courses dropped after the final filing date will incur a fine.

CHANGE OF MAJOR

Each student who wishes to change his major should report to the Counseling Office to initiate the procedure. The Counseling Office will notify the department concerned so that advisement records may be forwarded to the new department and a new adviser assigned.

WITHDRAWAL FROM COURSES

Withdrawal from any course after filing the program requires written application on forms provided by the Student Records Office. Such an application filed after the third week and not less than one week before the beginning of the final examination period of the semester, permits the student to drop a course with a "W" recorded. No program changes other than complete withdrawal from the entire enrolled program may be made after that date. See *Refund of Fees*.

WITHDRAWAL FROM COLLEGE

Students withdrawing from college must file written application on the forms provided by the Student Records Office. Applications filed before the end of the third week of the semester will enable the student to withdraw without having classes recorded. Applications filed after that time will be subject to the same rules as requests to withdraw from individual courses except that a W will be given in all courses on withdrawal from college during the last week of classes or thereafter. See *Refund of Fees*.