

Higher Education Council of Columbus (HECC) STUDY PLAN

HECC Cross-Registration is an opportunity for undergraduate students to study at a participating institution while enrolled full-time at Ohio State and receive Ohio State credit and grades for that work.

Requirement: Cross-registration is offered autumn, spring, and summer terms. **Students cannot register in advance at a host institution prior to HECC registration dates.** Written approval by Advisor, College Secretary, Ohio State HECC Coordinator, and host institution representative is required. Students are limited to one course per term for a total of three courses during their undergraduate studies. Students will pay full-time Ohio State fees and will be responsible for fees at the host institution (books, laboratory, parking, etc.). Seats must be available at the host institution at the time of cross-registration.

Participating schools:

3970.01 Capital University 3970.06 Ohio Dominican University

3970.02 Columbus College of Arts and Design 3970.07 Otterbein University

3970.03 Columbus State Community College 3970.08 Central Ohio Technical College

3970.05 Franklin University

**Note:** DeVry University (3970.04), Pontifical College Josephinum (3970.09), and Mt. Carmel College of Nursing (3970.10) no longer participate in the HECC program.

Please complete the requested information below and send this form to [registrar@osu.edu](mailto:registrar@osu.edu), ATTN: HECC

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has approved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College Office/Department Student Name OSU ID #

to cross-register at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ during \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_\_

Host Institution/Host # Term Year

The cross-registered course at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is listed as

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_

Course Title, Course #/Class # Credit Hours

This course will appear on the student’s record at Ohio State as HECC 3970.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Select host school code

The host institution’s instructor will assign a final grade for the course, and it will be reported on the student’s academic record at Ohio State. The grade will be included in the student’s total credit and GPA calculation. This cross-registered course will be used toward the student’s degree program as:

\_\_\_\_Elective \_\_\_\_\_Gen Ed \_\_\_\_\_Degree Plan Requirements \_\_\_\_\_Other

Both advisor and student have reviewed and agreed upon the requirements and guidelines for the HECC Program. Additional information about the program is available at hecc.osu.edu.

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Advisor signature / name.# Date

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Student signature / name.# Date

If you have any questions or need additional information, please email [registrar@osu.edu](mailto:registrar@osu.edu), Attn: HECC