



CONSORTIUM APPROVAL FORM

Name: _____ Date: _____

SID#: _____ Tulane Email: _____

Local Address: _____

Phone: (____) _____ Class Standing: FR SO JR SR

This is to certify that the above named student is a degree-seeking student at Tulane University and is hereby authorized to register for course(s) at: Loyola Dillard Xavier
 for Fall semester Spring semester 20____.

Partner Institution Course Information				Tulane Department/School Decision Students must have approval from department advisor to count courses toward major requirements.		
Online (Y/N)	Course #	Course Title	# Units	For major/ minor (Y/N)	Department Approval (if required)	Academic Advisor Approval

Advisor's Initials: _____

TULANE CONSORTIUM POLICIES AND PROCEDURES

Policies:

Students enrolled in Newcomb-Tulane College may register for courses at Loyola University, Dillard University and Xavier University, provided that the same course has not been offered at Tulane University within the past year. Students are allowed to enroll in a maximum of two courses (up to 6 credit hours) per semester under the consortium agreement. Students must be registered for at least nine credits of coursework at Tulane in the semester of Loyola, Dillard or Xavier registration and may not use the Loyola, Dillard or Xavier credits to satisfy core curriculum requirements or school-specific core requirements. Cross enrollment is only allowed in the fall and spring terms. Additional restrictions may apply; interested students should contact their Academic Advisor.

Students are financially responsible for course fees associated with courses taken at the host school, (example: lab, studio, or theater fees). All course fees must be paid in full before the end of the term directly to the host institution in order for transcripts to be sent to Tulane and grades to be posted to the Tulane academic record.

Please note that if approved to take a class at Loyola, Dillard, or Xavier, the grade posting may be delayed and this may impact GPA calculation and graduation certification.

Procedures:

1. Make an appointment with your academic advisor and bring this completed form. Your academic advisor will review each course.
2. If you want to apply the course toward a major or minor at Tulane, you must have the course evaluated by that department. The chair or department advisor will sign the form and indicate approval or not.
3. Bring completed form and register for the course in the registrar's office at the partner institution (Loyola University, 204 Thomas Hall; Dillard University, 116 Rosenwald Hall; Xavier University, 3rd floor of University Center Grand Ballroom).
4. Bring a copy of your registration to the Tulane registrar's office, 110 Gibson Hall, so that the course will appear on your Tulane transcript.

Mussafer Hall •••• Phone: 1-504-865-5798 ••••www.advising.tulane.edu

Advisor's Initials: _____