



Office of the Registrar
 Waterloo, Ontario, Canada N2L 3G1
 519-888-4567, ext. 35378
 Fax: 519-746-2882
 www.registrar.uwaterloo.ca

Undergraduate Studies Cross-Registration Form

University of Waterloo (UW) Students taking Courses at Wilfrid Laurier University (WLU)

UW students in an undergraduate degree program who wish to register for courses at WLU to apply toward their UW student record must "cross-register" for such courses. Exceptions to this requirement must be approved at UW. Check with the Registrar's Office for details. Use this form available at www.registrar.uwaterloo.ca/forms/CrossRegn.pdf to cross-register for

- **WLU courses (On Campus and Online Learning) with a course abbreviation other than Business (BUS).** Follow the instructions in sections I or II (see right) as appropriate.
- **WLU Business (BUS) Online Learning courses.** Follow the instructions in section II (see right).

For WLU Business (BUS) On-Campus courses, if Quest does not allow self-enrolment, use the Course Override Form available at www.registrar.uwaterloo.ca/forms/CourseOverride.pdf. This form must be approved by one of the UW Special Advisors who have been delegated by WLU's School of Business and Economics (SBE) to adjudicate BUS course requests from UW students on behalf of the School. Details are available at www.math.uwaterloo.ca/navigation/WLUBUSCourses.shtml.

Fees, Dropping Cross-Registered Courses, Exams

- You must pay UW for all tuition and related fees, including fees for cross-registered courses, and you must pay WLU for any additional costs specific to the course, such as costs for Online Learning courses.
- Once you're registered, if you wish to drop a WLU cross-registered course, you must do so at UW, and you will be subject to UW drop date policies. If an approved cross-registration course is cancelled at WLU, you must drop the course at UW, and you will be subject to UW drop date policies.
- All examination scheduling conflicts must be resolved at UW, including those that involve WLU cross-registered courses. Report examination conflicts using the Final Examination Timetable Conflict form available at www.registrar.uwaterloo.ca/forms/ExamConflict.pdf.
- You must make requests for deferred examinations in cross-registered courses at WLU.

A Student Information – please print firmly and clearly and complete all requested information.

UW ID Number

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Surname _____ Given Names _____
First Name Middle Name(s)

Street Address _____ City _____

Province _____ Postal Code _____ Email _____

Telephone _____ Gender Male Female Birthdate _____
Area Code Number MM / DD / YYYY

Program/Plan _____ Attendance Full time Part time Campus University St. Jerome's Renison

B Course Information Fall Winter Spring Intersession (May, June) Summer (July, August) Year _____

Class Number <small>Office use only</small>	Subject Abbreviation	Course Number	Course Section Number	Type of Study O=On Campus OC=Online Learning	Course Credit Weight	Course Authorization Signature		Date
						<small>Special Advisor at UW for WLU BUS Online Learning courses or WLU instructor for all other courses</small>		
						Approved	Denied	

C Student Signature _____ **Date** _____

D UW Academic Advisor Approval Signature(s) _____ **Date** _____

UW Academic Advisor Approval Name(s) and Extension Number(s) (please print clearly) _____