

## SEMESTER AT CI COURSE REQUEST FORM

Please print clearly and email the finished form to [international@csuci.edu](mailto:international@csuci.edu).

Name \_\_\_\_\_  
Last (Family) First Middle

Country of Citizenship: \_\_\_\_\_ University Name: \_\_\_\_\_

Your Major: \_\_\_\_\_

How to view the current class schedule:

1. Go to <http://www.csuci.edu/academics/scheduleandcatalog.htm>
2. Select the correct semester to view the course schedule
3. Click Course Offerings and log in as a Guest
4. Click Self Service

Courses numbered in the 100 and 200 series are designated lower division. Upper division courses are at the junior and senior level and have 300 and 400 series number. 500 numbers are graduate level and not available.

**Prerequisites:** Some courses have course prerequisites (see course descriptions in the online university catalog at [www.csuci.edu](http://www.csuci.edu)), which, if not met, will result in your being unable to register. Click “University Catalog” and select “Course Descriptions.” For example, if you are interested in taking Accounting 220 (Managerial Accounting), you can enter ACCT 220. You will find out that ACCT 220 has a prerequisite of ACCT 210. This means that you must complete ACCT 210 first in order to register for ACCT 220. Please make sure to check for prerequisite for courses you are interested in registering.

	Course #	Section	Schedule	Prerequisite checked?
Ex	COMM 200 Intro to Communication	1799	MoWe 6:00 – 7:15pm	
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				

## How to Register:

First, attend the international student orientation. At the orientation, we will give you a registration form.

Class registration is on a space available basis. You will have to visit each class to ask for a professor's approval. If the class is full and has many students on the waiting list, try to move on to register for another course which gives you a better chance of getting in.

You may need to have at least 7 to 9 courses and try to visit all these courses to see if you have a good chance to get into the course. Normally, one course consists of 3 units. That means you must have at least 4 courses (4 courses X 3 units = 12 units) in order to maintain your F-1 visa requirement for a semester.

It is important to be flexible with class selections and class times, as classes may get cancelled or moved to a different time before or at the start of the semester without notice. Please make sure to check if the class is offered by checking the schedule of classes on the website.

Please note that the flat rate tuition price is for 12 units only. You will need to pay additional tuition charges for any units over 12 that you register for.

I have read the information above and understand that not all requested courses will be available and I will need to visit each class to obtain professor's permission. Furthermore, I understand the minimum 12 units requirement per semester in order to maintain my foreign student visa status. I will also attend the mandatory international student orientation upon arrival and purchase the required health insurance upon arrival.

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Signature

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Date

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E-mail address

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USA  
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