



## PETITION FOR CONCURRENT ENROLLMENT FORM

- Pre-Approval:** Current CDU students must submit a petition *before* enrolling in external courses, whether concurrently or during a term away. **Credit will not be granted without prior approval.**
- Academic Status:** If you don't plan to be enrolled at CDU while taking outside courses, request an **Academic Leave of Absence to avoid withdrawal.**
- How to Apply:** Complete the petition form on the next page (one form per college/university, with full course details). **Please indicate** whether you are seeking approval for concurrent enrollment **OR** only for pre-approval. Email the completed form to [transfercredit@cdrewu.edu](mailto:transfercredit@cdrewu.edu). **Incomplete forms will be denied.**
- Approval Process:** Wait for email confirmation from the Transfer Credit Officer; **if approved**, you may enroll. **If denied**, revise and resubmit. It is **highly recommended** that you meet with Financial Aid office to assess potential financial aid impact.

**NOTE: Approval is based on the course's transferability and compliance with CDU's Transfer Credit, Residency, and Academic Load policies.**

- Eligibility Criteria:** Transfer credit requires minimum grades:
- Undergraduate students
    - Min. grade of **C (2.0)** or better for general coursework
    - BSN students: Min. grade of **B (3.0)** or better for Math/Science courses
  - Graduate students:
    - Min. grade of **B (3.0)** or better for all courses.
- Course Completion:** Once you have completed your course(s), you will need to submit an **official transcript** to [transfercredit@cdrewu.edu](mailto:transfercredit@cdrewu.edu).

### Do you need help finding classes that transfer?

CDU has partnered with [ASSIST.org](https://www.assist.org), a platform designed to make transfer within the California Community College system easier. CDU has published articulation agreements with most community colleges in the LA County area. **Course-to-course equivalency information** can be found on the [ASSIST.org](https://www.assist.org) website.



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 1731 East 120<sup>th</sup> Street, Los Angeles, CA 90059 • Phone: (323) 563-4856

## PETITION FOR CONCURRENT ENROLLMENT FORM

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ MI: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ CDU Student ID: \_\_\_\_\_ Telephone: \_\_\_\_\_

Program of Study: \_\_\_\_\_ Start Sem.: \_\_\_\_\_ 20\_\_\_\_ Anticipated Grad.: \_\_\_\_\_

**DECLARATION:** *In the section below, indicate if you are submitting this form for Concurrent enrollment*

I am requesting to be concurrently enroll for courses during: Sem.: \_\_\_\_\_ 20\_\_\_\_\_

I am requesting only transfer credit preapproval for the following courses at:

External College/University Name: \_\_\_\_\_

Transfer Course Information				
Transfer Course Code	Transfer Course Title	Units	Start Date	End Date
Ex: BIOL 101	Ex: General Biology			

CDU Equivalent Course Information			
Transfer Course Code	CDU Course Code	CDU Course Title	Units
Ex: BIOL 101	Ex: BMS 130L		

Reason for the Petition:

\_\_\_\_\_  
 \_\_\_\_\_

**ONCE YOU COMPLETE THE COURSE(S) – YOU WILL NEED TO SUBMIT AN OFFICIAL TRANSCRIPT IN ORDER TO RECEIVE CREDIT. OFFICIAL TRANSCRIPTS SHOULD BE SENT TO [TRANSFERCREDIT@CDREWU.EDU](mailto:TRANSFERCREDIT@CDREWU.EDU).**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office of the Registrar Signature: \_\_\_\_\_ Date: \_\_\_\_\_