

Date: May 18, 2004

To: Asian BCLAD Students at CSULB

From: Ping Liu, Ph.D,
Professor/Coordinator of CSU Asian BCLAD Consortium

Re: Fall 2004 CSU Concurrent Enrollment Registration Procedures:
EDEL 448: Vietnamese Methods offered by CSU Fullerton
AAS 495KA: Korean Culture offered by CSU Northridge (Classes meet at CSULA)
EWS 301: Chinese Culture offered by Cal Poly Pomona

If you need to apply to enroll at any of the above courses via CSU Intrasystem Concurrent Enrollment registration, please follow the instructions below:

1. Obtain a copy of the "The California State University Application for the Intrasystem Concurrent Enrollment" form from Enrollment Services BH 123. Pick up a copy of the memo I issued to Enrollment Services Offices on all Consortium participating campuses from the folder outside of ED2-262 if you haven't received one.
2. Write "Asian BCLAD Consortium" on the top of the form.
3. Fill out A & B in Part I of the form
4. Get signature of TED Department Chair under "Dept. Chair Approval" in ED1-13.
5. Take the partially completed form to Ms. Lydia Stelmar (lstelmar@csulb.edu, phone: 562-985-5925) the Enrollment Services Office BH 123 for approval at CSULB.
6. Contact the designated person (See attached "Asian BCLAD Consortium Course Offerings, Fall 2004") who helps you complete the application process on one of the three campuses.
7. After your concurrent enrollment paperwork is complete, make sure to register on a host campus to be in their system to receive an official grade.

The earliest deadline for Current Enrollment application for fall 04 is June 15, 2004. Please register as soon as possible.

Hope your concurrent enrollment application goes smoothly! If you have any questions, feel free to contact me (562-985-9306 or pliu@csulb.edu) or the contact(s) on a host campus.