If you are a currently enrolled, degree-seeking international student at the University of Illinois interested in taking courses at Parkland College, you must follow the procedures detailed below for concurrent enrollment.

1. **Check course prerequisites:** Course prerequisite information is available at [http://www.parkland.edu/academics/catalog](http://www.parkland.edu/academics/catalog) (select the Courses link in the bottom center of the page). Important note: It is ultimately your responsibility to ensure you are fully aware of and have met any and all listed prerequisites.

2. **Contact college office:** Contact your academic advisor or the appropriate designee* prior to enrolling at Parkland to discuss how the class(es) impact your total credit hour enrollment for the term and how they fit into your degree program. Important note: It is ultimately your responsibility to ensure the course(s) in which you plan to enroll are applicable towards your current or intended degree program.

3. **Complete Parkland College’s International Student Application:** If this is the first time you have enrolled at Parkland College, review the checklist of required admission documentation at [http://www.parkland.edu/international/concurrentf1uiuc.aspx](http://www.parkland.edu/international/concurrentf1uiuc.aspx). Download, complete, and print the PDF application available at this site. Completed application with accompanying required documents, including this completed form, can be submitted in person or via mail to:
   
   **International Student Services**
   
   Room A184, 2400 W. Bradley Ave.
   
   Champaign, IL 61821
   
   An admission letter and instructions for registration will be emailed to you using the email address you provide on your application. If no email address is provided, the documents will be mailed to your local address. You must be admitted to Parkland prior to registration.

4. **Access Academic History:** Log in and access your Academic History from Student Self-Service, [https://apps.uillinois.edu/selfservice/index.html](https://apps.uillinois.edu/selfservice/index.html). Parkland College staff will be checking this for information on course prerequisites and to verify you meet eligibility requirements for concurrent enrollment status. You must submit the Academic History with this form to register at Parkland.

5. **Complete this form:** Bring this completed form and your Academic History to Parkland’s Admissions and Records front counter (U214). You also can submit this documentation via email to registration@parkland.edu or fax at 217-353-2640. A confirmation email will be sent once your registration is complete.

6. **Contact ISSS:** If you will be enrolled in less than 12 hours at U of I in the fall or spring term, you must submit a Reduced Course Load form and receive approval from International Student and Scholar Services (ISSS), 4th floor Turner Student Services Building. You should indicate on this form that concurrent enrollment is the reason for the reduced course load. In addition to the Reduced Course Load form, bring to ISSS this form, proof of Parkland College registration, and a letter from your academic advisor stating the courses taken at Parkland will count towards your degree requirements.

7. **Tuition:** International students are assessed the international tuition rate and are not eligible for financial aid.

8. **Requesting Parkland transcripts:** It is your responsibility to have an official transcript sent from Parkland College to the University of Illinois at Urbana-Champaign within two weeks after completion of the term of enrollment. Information on submitting an official transcript to the University of Illinois is available at [http://registrar.illinois.edu/transcripts/transfer_credit.html](http://registrar.illinois.edu/transcripts/transfer_credit.html). Parkland transcript requests can be submitted online at [http://www.parkland.edu/admissions/transcripts.aspx](http://www.parkland.edu/admissions/transcripts.aspx). There is a $3 charge per transcript order.

*Consult your college office for information on the appropriate point of contact. This contact may be your academic advisor, admissions and records officer, or an assistant dean depending on your college.

**If you have enrolled in a course previously at Parkland, you do not need to resubmit an application, you only need to submit this completed form and your Academic History.
Parkland College Concurrent Enrollment: International Students

Documentation for summer and fall semester is accepted starting April 1 and spring semester is November 1.

This form and the academic history must be submitted together. Both documents can be sent via email in a PDF attachment to registration@parkland.edu. Documents also can be delivered to the Admissions and Records front counter (A167) or faxed to 217-353-2640.

Semester and year I plan to enroll at Parkland College:

**Check only one semester.**

<table>
<thead>
<tr>
<th>Semester</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>_____ Fall</td>
<td>_____ Spring</td>
</tr>
</tbody>
</table>

Please list the course name, number, and section you would like to register for (e.g., SOC 101-W002). **Registration will not be completed unless a section number is provided.**

<table>
<thead>
<tr>
<th>Course Name, Number, Section</th>
<th>Semester Hours</th>
<th>UIUC Course Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. _________________________</td>
<td>______________</td>
<td>______________________</td>
</tr>
<tr>
<td>2. _________________________</td>
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<td>3. _________________________</td>
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<tr>
<td>4. _________________________</td>
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<td>______________________</td>
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</tbody>
</table>

I have read and completed these steps. I understand and agree it is my responsibility to ensure I satisfy the appropriate prerequisites for the course(s) in which I plan to enroll and to ensure the course(s) transfer to the University of Illinois at Urbana-Champaign towards my degree as I intend. Once enrolled at Parkland, I agree to abide by Parkland College’s admission and registration rules and procedures, including adherence to course drop and refund deadlines, noting that these dates and deadlines may differ from University of Illinois academic dates and deadlines. I understand that requests to drop classes after the deadline will not be approved.

____________________________________  ______________________________________
Student Signature (the student’s signature is required)  Date

____________________________________  ______________________________________
Printed Student Name (First, Middle, Last)  Date of Birth

____________________________________  ______________________________________
Phone Number  Email Address