

## CROSS REGISTRATION LOCATIONS

### **Bridgewater State University**

Registrar's Office  
Boyden Hall  
Bridgewater, MA 02325  
(508) 531-1231

### **Bristol Community College**

Registrar's Office  
Commonwealth Center  
777 Elsbree Street  
Fall River, MA 02720  
(508) 678-2811, ext 240

### **Cape Cod Community College**

Registrar's Office  
Administration Building  
Route 132  
West Barnstable, MA 02668  
(508) 362-2131, ext 388

### **Dean College**

Registrar's Office  
Dean Hall  
Main Street  
Franklin, MA 02038  
(508) 528-9100, ext 235

### **Massachusetts Maritime Academy**

Registrar's Office  
Harrington Academic Building  
101 Academy Drive  
Buzzards Bay, MA 02532  
(508) 830-5037

### **Massasoit Community College**

Registrar's Office  
Administration Building  
One Massasoit Boulevard  
Brockton, MA 02402  
(508) 588-9100, ext 1949

### **Stonehill College**

Registrar's Office  
Duffy Academic Center  
North Easton, MA 02357  
(508) 565-1464

### **University of Massachusetts at Dartmouth**

Registrar's Office  
Administration Building  
Old Westport Road  
North Dartmouth, MA 02747  
(508) 999-8615

### **Wheaton College**

Office of the Registrar  
Norton, MA 02766  
(508) 286-3856

# SACHEM

Southeastern Association for Cooperation in Higher Education in Massachusetts

## STUDENT CROSS REGISTRATION PROGRAM

A collaborative effort among nine colleges in Southeastern Massachusetts, allowing full-time students at each SACHEM institution to enroll in a limited number of courses at other SACHEM institutions.

Bridgewater State University

Bristol Community College

Cape Cod Community College

Dean College

Massachusetts Maritime Academy

Massasoit Community College

Stonehill College

University of Massachusetts at Dartmouth

Wheaton College

## REGULATIONS

1. To qualify, a student must be enrolled as a degree student, on a full time basis, in good academic standing, at one of the SACHEM institutions.
2. This benefit is offered on a space-available basis only.
3. Courses available are only those offered for credit during the regular September-May academic year. Each institution reserves the right to limit or bar access to certain programs.
4. Qualified students are allowed to enroll in a maximum of two courses at one time, subject to further limitation by the home or host institution. Each institution has the option to restrict cross registration (e.g. only for courses not available at the home institution, only for upperclass students, only for non-major courses, etc.)
5. (a) Enrollees are not charged extra tuition and mandatory fees as long as the SACHEM course is part of the normal full-time load at the home institution.  
(b) Students must have paid the equivalent of full-time tuition and fees at the home institution to qualify for waived tuition and fees at the host institution.
6. The student is responsible for the following:
  - Completion of the Approval Form at the home institution;
  - Adherence to the procedures for cross-registration as listed in this brochure;
  - Payment of laboratory, studio, or other special fees;
  - Assurance that all course pre-requisites have been met;
  - Adherence to the academic regulations of the host institution.  
(The student is responsible for obtaining such regulations.)
7. Each institution reserves the right to withhold permission for cross-registration if the host institution's calendar makes it impossible for a student to complete graduation and/or course requirements by the normal date.

## PROCEDURES

Students interested in cross-registration must follow these steps:

1. Obtain the necessary information and forms from the Office of the Registrar of your home institution.
2. Assure your eligibility by reading the regulations related to the program.
3. Complete the Cross-Registration Approval Form with all required signatures.
4. Register at the host institution location indicated in this brochure, bringing with you the completed Cross-Registration Approval Form.
5. At the conclusion of the course(s), request that the Registrar of the host institution forward a transcript of your grade(s) to your home institution.
6. Course and credit are posted as transfer work on the home institution's transcript.

**Bridgewater State University**  
Undergraduate School  
Graduate School

**Bristol Community College**  
Day Division

**Cape Cod Community College**  
All undergraduate courses

**Dean College**  
Day Division  
Evening Division

**Massasoit Community College**  
All undergraduate courses

**Massachusetts Maritime Academy**  
Day Division

**Stonehill College**  
Day Division

**University of Massachusetts  
at Dartmouth**  
Day Division Graduate School

**Wheaton College**  
Day Division