

CROSS-REGISTRATION PROGRAM

The Higher Education Council of Columbus (HECC) has set up a system of cross-registration for regularly enrolled, full-time undergraduate student at participating colleges and universities in and around Franklin County:

Capital University	registrar@capital.edu	www.capital.edu
Central Ohio Technical College	porter.1249@mail.cotc.edu	www.cotc.edu
Columbus College of Art and Design	mmurray@ccad.edu	www.ccad.edu
Columbus State Community College	hecc@cscs.edu	www.cscs.edu
Franklin University	frank.yancheck@franklin.edu	www.franklin.edu
Ohio Dominican University	randallc2@ohiodominican.edu	www.ohiodominican.edu
The Ohio State University	registrar@osu.edu ATTN: HECC	www.osu.edu
Otterbein University	registrar@otterbein.edu	www.otterbein.edu

The primary objective of cross-registration is curriculum enrichment; that is, to allow a student to be exposed to an area of study unavailable at Columbus State without having to go through the more involved steps of admission to another institution as a transient or part-time student. Cross-registration allows a student seeking to enrich their educational experience to register at one of the other HECC member institutions on a space-available basis for certain credit courses not available at Columbus State. The other institutions begin accepting cross-registered students according to the dates listed on the other side of this document.

Specific requirements for participation in the HECC Program:



- You must be registered for, and maintain, a full-time course schedule, (12 or more credit hours), at Columbus State for the semester in which you cross-register and all fees must be paid prior to the processing of the initial registration to the program. If you fall below full-time status, you will be required to withdraw from the cross-registered course also.
- You must be **at least a second semester student** in good academic standing, 2.0 GPA or better, to participate in the program.
- Cross-registration is allowed during the Autumn, Spring and Summer semesters. It is limited to one course per semester, with a maximum of three cross-registered courses allowed during a student's degree program.
- You must contact the Columbus State HECC Representative during the dates listed on the back of this document for the institution and semester in which you are interested. There is a HECC Registration Form to be completed to begin the cross-registration process.
- You will need to follow the host institution's academic calendar for only the cross-registered course. It is your responsibility to make certain that the host institution's calendar, course schedule, course content and credit are compatible with your goals and Columbus State's requirements.
- If you must drop the cross-registered course, you must do so within the deadlines of the host institution. You will need to contact the Columbus State HECC Representative to drop the course and receive further procedural instructions.

Tuition for the cross-registered course at the host institution is paid for by HECC. Other enrollment related fees, such as application, matriculation, laboratory or parking may be charged as specified by the host institution and is the responsibility of the student.



The grade for the cross-registered course will be posted to only the student's Columbus State transcript. It will not appear on any information at the host institution. A student has the responsibility to check transferability of credits to another institution.



Please contact the Columbus State HECC Representative at hecc@cscs.edu if you have questions regarding the program.



CROSS-REGISTRATION DATES FOR ALL HECC MEMBER INSTITUTIONS

	CAPITAL UNIVERSITY	
AUTUMN SEMESTER 2025	SPRING SEMESTER 2026	Summer Semester 2026
One month before term begins	One month before term begins	One month before term begins



	CENTRAL OHIO TECHNICAL COLLEGE	
AUTUMN SEMESTER 2025	Spring Semester 2026	Summer Semester 2026
040/7/2025 - 08/25/2025	TBD (10/2025 - 01/12/26)	TBD (3/26 - 5/11/26)

	COLUMBUS COLLEGE OF ART & DESIGN	
AUTUMN SEMESTER 2025	Spring Semester 2026	Summer Semester 2026
08/18/2025 - 08/29/2025	01/02/2026 - 01/16/2026	N/A

	COLUMBUS STATE COMMUNITY COLLEGE	
AUTUMN SEMESTER 2025	Spring Semester 2026	Summer Semester 2026
08-18-2025 to 08-29-2025	01-02-2026 to 01-16-2026	05-18-2026 to 05-29-2026

	FRANKLIN UNIVERSITY	
AUTUMN SEMESTER 2025	Spring Semester 2026	Summer Semester 2026
Coincides with term start date	Coincides with term start date	Coincides with term start date

	OHIO DOMINICAN UNIVERSITY	
AUTUMN SEMESTER 2025	SPRING SEMESTER 2026	SUMMER SEMESTER 2026
03-28-2025 to 08-16-2025	10-24-2025 to 01-19-2026	10-20-2025 to 05-18-2026

	THE OHIO STATE UNIVERSITY	
AUTUMN SEMESTER 2025	SPRING SEMESTER 2026	SUMMER SEMESTER 2026
08/18/2025 to 08/29/2025	01/05/2026 to 01/16/2026	05/04/2026 to 05/15/2026

	OTTERBEIN UNIVERSITY	
AUTUMN SEMESTER 2025	SPRING SEMESTER 2026	SUMMER SEMESTER 2026
08-04-2025 to 08-15-2025	12-08-2025 to 01-05-2026	05-04-2026 to 05-15-2026