



*Graduate Studies Office*  
McCarthy Hall 103  
(714) 278-2618

## **Student Instructions for GS-700 Enrollment**

1. **Read the reverse side of the Enrollment Request form** which explains the continuous enrollment policy and qualifications for enrollment in GS-700 through Extended Education.
2. **Complete** the top portion of the request form.
3. **Contact your department's Graduate Program Adviser** who will review your record, check the appropriate boxes, and sign the center box to verify eligibility. **If all boxes are not checked off, you are not eligible for this enrollment** and will have to enroll through regular registration and pay full fees. (EXCEPTIONS: Box 2 only applies if you need to change your graduation date. Box 10 only applies if you have outdated coursework which needs to be validated.)  
**STUDENTS SHOULD NOT CHECK THE BOXES.**
4. **If you are an international student with F-1 or J-1 status**, check the appropriate box and take it to the International Education & Exchange office in UH-244 for the adviser's signature.
5. **Return the completed GS-700 request form** to the Graduate Studies Office, McCarthy Hall, Room 103, to receive the registration card.
6. **Deliver, telephone, or mail the completed registration card to Extended Education** (CP-100, the back of the College Park building). Payment can be made by check or money order, or you can call Extended Education for other payment options. Your payment must be accompanied by your registration card.
  - a. In person: deliver your registration card to Extended Education (CP-100, the back of College Park building).
  - b. To mail registration, send to: University Extended Education, Cal State Fullerton, P. O. Box 6870, Fullerton, CA 92834-6870.
  - c. To telephone and pay, or to ask about other payment options: call Extended Education at (714) 278-2611.

**FOR GS700 REGISTRATION DEADLINES  
PLEASE CONTACT GRADUATE STUDIES  
AT 714-278-2618**