

Tri-College Registration Information

If you have any questions regarding your Tri-College registration, please contact your home campus:

- **Concordia College** – 218-299-3250 or registrar@cord.edu
- **Minnesota State University Moorhead** – 218-477-2565 or records@mnstate.edu
- **North Dakota State University** - 701-231-7981 or nds.registration.records@nds.edu

Concordia College, Minnesota State University Moorhead and North Dakota State University students may register for courses at other Tri-College institutions under the Tri-College agreement according to the following procedures:

1. **Students must observe all registration and academic policies of their home campus**, including arrangement for withdrawals, drop/adds, pass/fail options, audits and incomplete grades. Courses may be applied to resident credit requirements only at the institution where they register and pay tuition with one exception: NDSU students earning a University Studies degree must complete residency requirements through NDSU courses only.
2. Grades earned through Tri-College are calculated into home campus grade-point averages and posted on home campus academic records.
3. Students with documented disabilities who wish to register for Tri-College courses and who have transportation or other needs should contact the Disabilities Services Office on their home campus.
4. Although semester beginning and ending dates are similar between the Tri-College institutions, please note that the breaks during the semester do not necessarily match.
5. Students taking a Tri-College course to repeat a home campus course previously taken, must indicate this on the form. Duplication of credits is not permitted.
6. Students enrolling in Tri-college courses that require special fees (lab fees, lessons, supplies, etc.) will be responsible for paying those fees at the provider campus.
7. MSUM and NDSU students seeking registration at CC or CC students seeking enrollment at MSUM and NDSU must be enrolled at full-time status at their home campus. Enrollment in courses at CC for MSUM and NDSU students is limited to one course per term (Fall and Spring only) and the course can not be offered by their home campus. Enrollment in courses at MSUM and NDSU for CC students is also limited to one course per term (Fall and Spring only) and the course can not be offered at CC.
8. NDSU and CC students must be registered at their home campus before being eligible to enroll in Tri-College courses. This enrollment limitation is not applicable during the Summer term. Concordia College does not participate in Tri-College during the summer.
9. MSUM Continuing Studies and NDSU Distance and Continuing Education (DCE) courses are not eligible for Tri-College enrollment.

Tri-College course schedules:

- **Concordia course schedule:** <http://www.cord.edu/Offices/Registrar/schedules1.php>
- **MSUM course schedule:** <https://webproc.mnscu.edu/registration/search/basic.html?campusid=072>
- **NDSU course schedule:** <http://www.ndsu.edu/bisonconnection/schedule/> or <http://www.ndsu.edu/bisonconnection/connect/schedule/>

Course equivalency resources for Tri-College courses:

For CC students enrolling in courses at MSUM or NDSU:

- MSUM course equivalencies: http://www.wstu.cord.edu/transfer/trans_courses.asp?school=2134
- NDSU course equivalencies: http://www.wstu.cord.edu/transfer/trans_courses.asp?school=3202

For MSUM students enrolling in course at CC or NDSU:

- Concordia course equivalencies: contact MSUM Registrar's Office
- NDSU course equivalencies: contact MSUM Registrar's Office

For NDSU students enrolling in course at CC or MSUM:

- Concordia course equivalencies: <http://www.ndsu.edu/pubweb/rr/transfer/listprefix.php?abbrev=CONC>
- MSUM course equivalencies: <http://www.ndsu.edu/pubweb/rr/transfer/listprefix.php?abbrev=MSU>

Tri-College Registration Form

Section A: MSUM and NDSU students enrolling in courses at CC, complete the following:

SSN _____

Section B: CC and MSUM students enrolling in courses at NDSU, complete the following:

All students enrolling in courses at North Dakota State University **MUST ANSWER THE FOLLOWING QUESTIONS**. An affirmative response to any of the questions will not automatically prevent admission, but you will be asked to provide additional information. The information will be reviewed by a campus committee. Falsification or omission of information may result in a denial of admission, rescission of admission, dismissal or other appropriate sanctions. **Attach additional sheets of paper as necessary for any and all questions listed below.**

1) Have you ever pled guilty (or no contest) to or been convicted of a felony? (This excludes juvenile court proceedings)

No Yes (If yes, please indicate ALL states, cities, counties and dates of convictions)

State: _____ City: _____ County: _____ Date: _____

State: _____ City: _____ County: _____ Date: _____

2) Within the past 10 years, have you pled guilty (or no contest) to or otherwise been convicted of a misdemeanor crime involving a crime of violence or the threat of violence in any criminal court? (This excludes juvenile court proceedings) **“Crime of violence”** means an offense in which physical force was either used, attempted, or threatened against the person or property of another or by nature of the offense it involves substantial risk that physical force may be used against a person or property of another. Examples of crimes of violence include, but are not limited to, abuse, arson, assault (including sexual assault or domestic violence), battery, breaking and entering, burglary, criminal mischief or vandalism, harassment, homicide, menacing, reckless endangerment, stalking, terrorizing, and unlawful restraint or imprisonment

No Yes (If yes, please indicate ALL states, cities, counties and dates of convictions)

State: _____ City: _____ County: _____ Date: _____

State: _____ City: _____ County: _____ Date: _____

3) Are you currently required to register as a sex offender in any state? (This includes juvenile offenders who are required to register.)

No Yes (If yes, please indicate ALL states, cities, counties and dates of convictions)

State: _____ City: _____ County: _____ Date: _____

4) Have you been dismissed or suspended from a college or university for disciplinary reasons within the last 5 years? (This excludes suspensions based on academic performance.) **“Dismissed for disciplinary reasons”** means a permanent separation from an institution due to conduct or behavior. **“Suspension for disciplinary reasons”** means a sanction imposed for disciplinary reasons that results in a student leaving school for a fixed period, but not permanently.

No Yes Institution: _____ Date Suspension Began: _____

Section C: CC, MSUM and NDSU students complete the following:

I have read and understand all Tri-College procedures, according to the Tri-College Registration Information sheet and by signing below, I accept all academic and financial responsibilities resulting from this registration transaction:

Signature _____ Date _____

* Specific data items requested on this form are needed to process your registration, to maintain your permanent academic record, and/or to comply with requirements for periodic summary reports by State, Federal, or accrediting agencies. Information from your individual record may be released to individuals or agencies other than college officials only with your permission or with specific legal authorization. Failure to provide requested data may result in the delay of registration or record processing.