

# Transient Study Permission Request Form

**\*\*\*COURSE DESCRIPTION(S) MUST BE SUBMITTED WITH THIS FORM, INCOMPLETE SUBMISSIONS WILL NOT BE ACCEPTED\*\*\***

## Authorization for Transfer of Credit Student Instructions:

1. Discuss your plans with your advisor.
2. Provide a catalog course description for each course you wish to take and complete the form below. Incomplete applications **will not** be accepted.
3. Return this form **and** the course description(s) to the Registrar's Office for review. If approved, you will receive a permit to take the course away.
4. Present approved form to the appropriate official at the institution you plan to attend, if required by visiting institution.
5. Upon completion of course work, you must have an official transcript sent to:

**High Point University, Office of the University Registrar, Drawer #38, One University Parkway, High Point, NC 27268 USA**

**Eligibility:** *Students must be in good academic standing.* Credit must be earned on the campus of a regionally accredited institution. If you transferred to High Point University, you are required to take a minimum of 32 credits and 50% of the major (and minor) in residence. This policy may preclude you from taking additional transfer credits. Courses for which you earned a grade (except W-withdraw) at High Point University may not be repeated at another institution. Dual enrollment is not permitted. No credit will be granted for coursework taken at another institution unless a grade of a C or better has been earned; a C- is not accepted. **Although credit hours earned in summer school elsewhere count toward graduation, these credits are not used in the calculation of the GPA,** except courses at member institutions of the Greater Greensboro Consortium.

**The Math, History and Modern Foreign Language Departments will not accept online courses for transfer credit from another college/university**

Requested Term:  Fall  Winter  Spring  Summer

Date \_\_\_\_\_ Student ID # \_\_\_\_\_ Student's Name \_\_\_\_\_

Major \_\_\_\_\_ Minor \_\_\_\_\_

Visiting School \_\_\_\_\_ City/State \_\_\_\_\_

### I am interested in receiving:

- Major/Minor requirement credit  
 General education requirement credit  
 Elective credit

### Courses of Interest

Course Title at Visiting School: \_\_\_\_\_ HPU Equivalent: \_\_\_\_\_

Course Number: \_\_\_\_\_ Credit Hours: \_\_\_\_\_ Is this an online course? \_\_\_\_\_

Course Title at Visiting School: \_\_\_\_\_ HPU Equivalent: \_\_\_\_\_

Course Number: \_\_\_\_\_ Credit Hours: \_\_\_\_\_ Is this an online course? \_\_\_\_\_

Course Title at Visiting School: \_\_\_\_\_ HPU Equivalent: \_\_\_\_\_

Course Number: \_\_\_\_\_ Credit Hours: \_\_\_\_\_ Is this an online course? \_\_\_\_\_