



# Transient Student Approval Form

A completed form with student and advisor signatures, serves as approval to enroll in the course(s) at the institution listed below.

Name: \_\_\_\_\_  
Last First Middle

MU Student ID: \_\_\_\_\_ e-mail: \_\_\_\_\_

Current Term: \_\_\_\_\_ Major: \_\_\_\_\_

### MU Students (Please review criteria):

- All requests and intended coursework **must** be approved by the Academic and Career Advisor.
- Students must be a currently enrolled student at Methodist University
- An official academic transcript must be sent directly to the Methodist University Registrar's Office after completion of transient coursework.**
- Only approved coursework completed with a final grade of C or better will be accepted and recorded. Pass or Satisfactory grades will not be accepted.
- Transient coursework will be transcribed on the student record in the same manner as all other transfer credits with no impact to grade point average or attempted hours.

### Academic Advisors (Please review checklist):

- Check to ensure student has not taken and earned a passing grade for requested course.
- Check transfer credit hour limitations (64 hours CC/ 93 hours max total).
- Review degree requirements.
- Course description and syllabi.
- Check course equivalency in TES.

### Check one of the following:

- Transient at another college or university
- Study Abroad
- Concurrent enrollment at **BOTH** Methodist University and another institution.

College/ University planning to attend: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip code

Term: Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ Year \_\_\_\_\_

### Courses:

Course Title	Course	Credit	Methodist Univ Equivalent	Course	Credit
Ex: History of the Ming Dynasty	HIS3310	3	History of Asia	HIS3200	3

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Advisor's Signature Date

\_\_\_\_\_  
Print Name