UNDERGRADUATE
Transient Permission Form
http://em.georgiasouthern.edu/registrar/

(Please Print Legibly and Press Firmly with a Ball-Point Pen)

ATTENTION STUDENT: Read the instructions on the reverse side before attempting completion of this form.
A formal admissions application must be submitted to the institution for which this transient permission form is requested. It is the student’s responsibility to comply with the transient institution’s admissions standards and application deadlines.

<table>
<thead>
<tr>
<th>EAGLE ID</th>
<th>DEGREE/MAJOR</th>
<th>TERM TO ENROLL:</th>
<th>NAME OF INSTITUTION</th>
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<tbody>
<tr>
<td>LAST NAME</td>
<td>FIRST</td>
<td>MIDDLE</td>
<td>ADMISSIONS OFFICE</td>
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<td>MAILING ADDRESS</td>
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<td>STREET ADDRESS</td>
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<tr>
<td>CITY</td>
<td>STATE</td>
<td>ZIP</td>
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<tr>
<td>CITY</td>
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For transient approval, you must be in good Academic Standing (2.0 GPA) at GSU. You are only allowed to be a transient student at another institution for one term. FYI - Transient Permission Forms processed before the end of the term or prior to the transient term will be re-evaluated after grade processing.

List course(s) and alternatives which you plan to take at the transient institution. It is your responsibility to contact the institution for their course offerings and descriptions. *See http://em.georgiasouthern.edu/registrar/students/transferclasses/ and click "Transfer Courses" to review courses that will transfer to Georgia Southern.

<table>
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<tr>
<th>Course Prefix</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Hours</th>
<th>Course Prefix</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Hours</th>
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NOTE: Courses that are equivalent to or substitute for courses offered at Georgia Southern University will transfer as long as the transient institution is accredited and the student earns grades of at least “C”. Grades and quality points earned in these courses will not be figured in the Cumulative Grade Point Average or Institutional Grade Point Average at Georgia Southern University.

A student cannot complete his/her graduation requirements or graduate at the end of the term in which he/she is enrolled as a transient student.

I understand the transient policy stated above and request permission to take the above listed course(s).

Student’s Name (Print) | Student’s Signature | Date
----------------------|---------------------|-------
Advisor Name (Print) | Advisor’s Signature | Date
Dept. Chair’s Name (Print) (See Item 4 of Instructions) | Dept. Chair’s Signature | Date
Dean’s Name (Print) (See Item 4 of Instructions) | Dean’s Signature | Date

TO BE COMPLETED BY REGISTRAR:

The above named student:

____ is not on academic warning, academic probation, academic exclusion or disciplinary dismissal from Georgia Southern and has approval to register at your institution for the above course(s).

____ is a Learning Support student and has obtained permission from the Director of the Academic Success Center to register at your institution for the above course(s).

____ Other:

Comments:

______________________________

______________________________

_Official of the Registrar’s Office_ Date Signed

REVISED 06/22/2015

WHITE – Registrar’s Office YELLOW – Advisor PINK – Student BLUE – Dean
INSTRUCTIONS

A FORMAL ADMISSIONS APPLICATION MUST BE SUBMITTED TO THE INSTITUTION FOR WHICH THIS TRANSIENT PERMISSION FORM IS REQUESTED. IT IS THE STUDENT’S RESPONSIBILITY TO COMPLY WITH THAT INSTITUTION’S ADMISSIONS STANDARDS AND APPLICATION DEADLINES.

Georgia Southern University students, who are not on academic warning, academic probation, academic exclusion or disciplinary dismissal wishing to take coursework at another institution may do so by complying with the following procedures:

1. Complete a “TRANSIENT PERMISSION FORM” obtaining the approval of your advisor and returning the form to the Registrar’s Office for processing. A copy of this approval will be mailed to the mailing address you listed on the front of this form.

2. Contact the institution you wish to attend to obtain admissions information including application deadlines, course offerings, and their descriptions for the quarter/semester you wish to enroll.

3. For core curriculum course equivalents, contact the Georgia Southern University Registrar’s Office. For courses outside the core curriculum, it may be necessary for you to provide course descriptions from the transient institution to your advisor at Georgia Southern University.

4. If you are within the last twenty-five (25) percent of hours needed for graduation, you must obtain the written approval of your department chair and academic dean.

5. If you are a Learning Support student, you must obtain permission from the Director of the Academic Success Center.

6. You can only be approved for one term for transient status.

7. You must make a “C” or better grade in your courses at the transient institution to assure that the course will be accepted in transfer.

8. A student cannot complete requirements or graduate following the term he/she is in attendance as a transient student at another institution.

9. It is the student’s responsibility at the end of the term to request an official transcript at the transient institution to be sent to Georgia Southern University.

10. International transcripts require an official comprehensive course-by-course evaluation provided by one of the following or an alternative credentials evaluation agency: World Education Services https://www.wes.org or Josef Silny & Associates, Inc. https://www.jsilny.com

A Georgia Southern student that goes transient to another institution and has not attended classes at Georgia Southern for one year or more must be readmitted to GSU by submitting a Former Student Application to the Office of the Registrar. Former Student Applications may be obtained online at the following website: http://em.georgiasouthern.edu/registrar/students/forms/

Please allow one week to process this request. It is the student's responsibility to follow deadlines specified by the other institution.