



Transient Permission Form

(Application for permission to earn credits at another institution)

Name _____

Student ID. _____

(Last, First Mi)

Mailing Address _____

Major _____

GPA _____

Phone Number _____

Email _____

I request permission to enroll in the following:

Summer I
 Summer II
 Fall
 Spring
 Year 20 _____

Institution Name: _____

Institution Mailing Address: _____

Visiting Institution Course

New River CTC Equivalent Course

Justification for taking course(s) at another institution:

By typing my name below, I understand and agree that this form of electronic signature has the same legal force and effect as a manual signature.

Student Signature

Date

Advisor Approval

Date

Division Dean Approval

Date

Registrar Approval

Date

Note to student:

Approval to take courses on a transient basis is not automatic and is subject to official College policies and practices. When selecting classes to take as a transient student, students are encouraged to review the course description of both the transient class and the New River CTC class to make sure they are similar and that they have completed any prerequisite requirements before enrolling in the requested course(s).

Students approved for transient courses are responsible for applying as a student at the other institution, registering for the course(s), and for making payment arrangements with the other school.

At the conclusion of the term, it is the student's responsibility to send an official transcript to the New River Community and Technical College Registrar's office within thirty days of the end of the semester. Please see the college catalog for more information on taking courses at another institution.

Staff Use Only

____ Registrar's Office

____ Other Institution

____ Student

____ Financial Aid