



Transient Approval Request

Only one school and term per form

Submit to the Office of the Registrar prior to enrolling in the course(s)

Student: _____
Last Name First Name Middle Initial

Student ID: _____ UF Email address: _____
(use personal email address if not yet enrolled at UF)

Program(s) of Study: _____ Advisor: _____
(for current students)

Transient Institution Information (where you are planning on taking the course(s))

Institution Name: _____

Address: _____
Street City, State Postal Code Country
(if not US)

When you are planning on taking the course(s):

Year: Academic Period (select one): ☐ Fall ☐ Spring ☐ Summer

Approval of this form is limited to the term requested.

Reason(s) for not taking the course(s) at UF (for current students):

(select all that apply)

- | | |
|---|--|
| ☐ Cost | ☐ To graduate at desired time |
| ☐ Institution closer to residence
(for face-to-face/in-person courses only) | ☐ Course(s) not offered at UF during desired term/time
(did not fit into schedule) |
| ☐ Unable to pass the course(s) at UF | ☐ Other - please specify: _____ |

Conditions of Transfer

1. To be considered for credit, an official transcript of transient coursework must be sent to the UF Registrar's Office within 6 months of taking the courses. Failure to do so will void this agreement.
visit <https://www.findlay.edu/offices/academic/registrar/transient-coursework> for information on how to send transcripts to UF
2. Courses from two-year institutions cannot transfer to UF as upper-level (300-/400-level) courses.
3. Only a grade of "C" or better will be transferred. Courses with Credit/No Credit or Pass/Fail grades will not be accepted.
4. No more than 62 semester hours of credit may be transferred from two-year institutions.
5. No more than 50% of hours required in a major may be satisfied by transfer and/or transient coursework.

I have read and understand the Conditions of Transfer.

Student Signature: _____ Date: _____

OFFICE USE ONLY

Date Received: _____

04/2022

Transient Course Information

Transient Institution Course Information				UF Course Information	
Course Subject Code and Number	Course Title	Number of Credit Hours	Instructional Mode (see legend)	UF course you want to get credit for	Purpose (see legend)

Note: A syllabus may be needed to confirm equivalencies as courses are constantly under review. We will contact you if that is the case.

Legend

<u>Instructional Modes</u>	
F - face-to-face/in-person	O - online
B - blended/hybrid	
<u>Purposes</u>	
M - fulfill major/minor requirement	C - fulfill CORE+/GE requirement
H - reach graduation credit hour requirement	O - other
P - fulfill a prerequisite for CORE+ requirement, major/minor requirement, graduate/professional program requirement, etc.	

Student Signature (required): _____

Date: _____

Advisor Signature: _____

Date: _____

Chair/Program Director Signature: _____

Date: _____

Please allow at least 2 weeks for processing. Results will be sent via email from the Office of the Registrar. Incomplete and/or illegible forms will not be processed.