



Office of the Registrar  
 Post Office Box 8092  
 Statesboro, Georgia 30460-8092  
 Telephone (912) 478-5152  
 Fax (912) 478-0081

**DEAR STUDENT:** Please 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.

EAGLE ID	DEGREE/MAJOR	TERM TO ENROLL:
LAST NAME	FIRST	MIDDLE
MAILING ADDRESS	NAME OF INSTITUTION	
CITY	STATE	ZIP
LOCAL PHONE	HOME PHONE	ADMISSIONS OFFICE
		STREET ADDRESS
		CITY STATE ZIP

**Must be in good Academic Standing (2.0 AGPA). Forms processed before the end of the term, prior to transient term, will be re-evaluated after grade processing. You may go transient for one term.**

List course(s) and alternates 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://students.georgiasouthern.edu/registrar/> for a list of "Courses That Transfer to Georgia Southern".

Course(s) to be taken at transient instiution				E=Equates to S=Substitute for		Georgia Southern Equivalent Course(s)			
Course Prefix	Course Number	Course Title	Hours	E/S	Course Prefix	Course Number	Course Title	Hours	

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 the Adjusted Grade Point Average at Georgia Southern University.

**Students cannot complete requirements or graduate at the end of the term in which they are enrolled as a transient student.**

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

Student's Signature	Advisor's Signature	Department Chair's Signature <i>(See Item 4 of Instructions)</i>
	Dean's Signature <i>(See Item 4 of Instructions)</i>	

**TO BE COMPLETED BY REGISTRAR:**

The above named student -

\_\_\_\_\_ is not on academic probation or on academic or disciplinary dismissal (restricted enrollment or exclusion) from Georgia Southern and has approval to register with you for the above course(s).

\_\_\_\_\_ is a Learning Support student and has obtained permission from the Chair of the Department of Learning Support to register with you for the above course(s).

\_\_\_\_\_ other \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 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 probation or academic or disciplinary dismissal (restricted enrollment or exclusion), wishing to take coursework at another institution may do so by complying with the following procedures:

1. Must 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 you at the address indicated 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, please 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 thirty (30) semester hours of 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 Chair of the Department of Learning Support .
6. You may be approved for transient status for only one term.
7. You must make a "C" or better grade 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 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 desiring to be readmitted must submit a Former Student Application to the Office of the Registrar at least 20 days prior to the published date of registration. Former Student Applications may be obtained from the Office of the Registrar.

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