

**TRANSIENT FORM**

This form should be used by students who are requesting to complete coursework at another institution. Once completed, please submit the form to your academic advisor for processing. Approval of upper division courses will be at the discretion of the Department.

**To be completed by student:**

Name: \_\_\_\_\_ UF ID #: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Transient Institution: \_\_\_\_\_ Term and Year: \_\_\_\_\_

<b>Transient Course Prefix and Number</b>	<b>Course Name</b> (Attach a printed copy of the course description to this form before submitting to advisor)	<b>UF Equivalent Course Prefix and Number</b>	<b>Desired Requirement Achieved from Transient Course</b> (general education, writing, math, etc.)

Before submitting this transient request, please complete the below section by placing a check next to all statements that are true. To be eligible you must be able to answer “yes” to each item below.

<b>Student Check Box</b>	<b>College of Health and Human Performance Transient Student Guidelines</b>	<b>Advisor Check Box</b>
	I have a <b>UF GPA of 2.0</b> or higher	
	I will not break the UF residency requirement (Students <b>MUST</b> complete last 30 hours at UF). <b>I understand that if I plan to break the UF residency requirement, I must complete the HHP General Petition.</b>	
	I have not already transferred 60 credits from a community/state college to UF.	
	I understand I must have a transcript sent to UF after completion of the course(s).	
	I understand courses completed at a FL community/state college, out of state or private institution will <b>NOT</b> count toward the summer requirement of 9 credits hours taken at a FL SUS.	
	I understand courses taken at any institution will count towards the excess hours limit.	
	I understand grades for courses taken elsewhere will not be calculated into my UF GPA.	
	I understand that all courses that I intend to use to meet minor requirements are subject to the approval of the department offering minor.	
	I understand that writing and math requirements and General Education (GE) requirements are based on how the course is taught at the institution where the course is taken. Do not assume you will receive the same GE credit from another institution as you would if you took the course at UF. All writing requirement questions should be directed to the Office of Admissions. All GE questions should be directed to your academic advisor.	

Your advisor will review the form and respond by email with a decision to approve or deny your transient request. If approved, students must also complete a “transient student admission application” at [www.floridashines.org](http://www.floridashines.org). If denied, students may not take the requested courses at a transient institution.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

My signature indicates that I understand and abide by all guidelines that apply to transient coursework. I realize that approval of this form grants me permission to take courses at the institution stated during the semester indicated. It does not guarantee that the courses will count in fulfillment of any specific requirement.

<b>ADMINISTRATIVE AREA:</b> Approved ( ) Denied ( )	By: _____	Date: _____
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