



## Undergraduate Transient Clearance Form Transient Credit Authorization

### Important Information

- To ensure that you receive proper credit for your transient coursework, read and complete this form before registering at another institution.
- If you will be a transient student at another PA State System of Higher Education university and wish to transfer both the credits and the grade, complete the PASSHE Visiting Student form.
- Grades earned at other institutions will not be used in SRU GPA calculation.
- To graduate from SRU with honors, students must complete a minimum of 45 credits in residence at SRU.
- Return this completed form with required signatures to the office of Academic Records and Registration.
- At the completion of all transient coursework, the student is responsible for having an official transcript mailed or emailed to:

**Office of Academic Records & Registration**  
**Slippery Rock University**  
**104 Maltby Avenue, Suite 107, Slippery Rock, PA 16057**  
**Email: [academic.records@sru.edu](mailto:academic.records@sru.edu)**  
**Phone: 724-738-2010, Fax: 724-738-2936**

SRU E-MAIL \_\_\_\_\_

PHONE \_\_\_\_\_

Institution where transient \_\_\_\_\_

Term and Year when transient \_\_\_\_\_ Fall \_\_\_\_\_ Winter \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ Year \_\_\_\_\_

Number of credits earned at SRU (including courses in progress) \_\_\_\_\_

Number of credits earned at other institutions, military, credit by exam \_\_\_\_\_

**Total credits earned or in progress** \_\_\_\_\_

**Total anticipated credits to be taken** (total credits from back of form) \_\_\_\_\_

**See the next page for course requests and required signatures**

## Undergraduate Transient Clearance Form

**Requirements: (Dean’s signature is required below to waive any of the following)**

1. Courses in which a grade was earned at SRU may not be repeated at another institution.
2. 30 of the last 60 hours of credit prior to graduation must be earned at SRU.
3. Transfer credit can only be awarded for courses in which a grade of “D-“ or better was earned.
4. Undergraduate students who are suspended from SRU and all post baccalaureate students must have their dean’s signature to be a transient student.
5. Credit by exam is not acceptable in transfer if taken as a transient student.

**Complete this section with your academic adviser before beginning any coursework.**

You must check the [SRU Transfer Course Equivalencies Tool](http://www.sru.edu/admissions/transfer-and-military-admissions/transfer-credit-evaluation) for the course you are wanting to take at the other institution. If the course is not listed in the tool, an official course description must accompany this form.

<http://www.sru.edu/admissions/transfer-and-military-admissions/transfer-credit-evaluation>

Course Title at Transient School	Transient School Subject & Course#	# of credits	Online or On Campus course	Course Listed on the SRU Transfer Course Equivalencies Tool? Yes/No	Course Title at SRU	SRU Subject & Course#	Requirement Code Being Waived
				(If response is NO, a course description must accompany this form)			(Requires Dean’s Signature Below)
				(If response is NO, a course description must accompany this form)			(Requires Dean’s Signature Below)
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				(If response is NO, a course description must accompany this form)			(Requires Dean’s Signature Below)
				(If response is NO, a course description must accompany this form)			(Requires Dean’s Signature Below)

***Student: By signing below I acknowledge that I have fully read and understand the Transient Clearance requirements stated on this form.***

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

Adviser Signature \_\_\_\_\_ Date \_\_\_\_\_  
 (During the summer months, if adviser is unavailable, the chairperson may sign for the adviser)

Chairperson Signature \_\_\_\_\_ Date \_\_\_\_\_

***Dean’s signature required for student on suspension, post baccalaureate student, or to waive one or more of the requirements above.***

Dean Signature \_\_\_\_\_ Date \_\_\_\_\_