MICHIGAN UNIFORM UNDERGRADUATE GUEST APPLICATION FOR ENROLLED ANDREWS UNIVERSITY STUDENTS

INSTRUCTIONS TO GUEST APPLICANTS

- 1. This form will serve as your application for admission as a guest student at a Michigan college or university. Check with the Guest Institution to determine if additional requirements are required for admission.
- 2. Fill out this form then deliver it to the Undergraduate Records Office, RM 202 where it will be completed and signed. The completed application will be sent from there to the school to which you are applying. Faxed copies, copies, etc of this form are unacceptable.
- 3. All information on this application is necessary and you are legally required to provide what is requested accurately in order for this application to be processed.
- 4. Inaccurate or incomplete applications will not be processed. Our office will not contact you after you have turned your application in.
- 5. A minimum grade of C is required in all transfer courses. Certain programs require a higher minimum for acceptance.

A guest student:

- □ is subject to all the admission and registration regulations of the Guest Institution.
- does not have permission to register as a degree candidate at the Guest Institution.
- □ is responsible to determine that the Home Institution will accept credit earned as a guest student.
- must understand that falsification of any part of a Guest Application may result in cancellation of admission and/or registration at the Guest Institution.
- must arrange to have an official transcript of any guest credit earned as a guest student sent from the Guest Institution (which determines the transcript fee) to the Home Institution. No transcripts issued to students will be accepted for transfer and evaluation
- wishing to apply for financial aid should verify their eligibility with the guest institution.

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THIS IS TO VERIFY THAT I HAVE COMPLETED THE FOLLOWING AT ANDREWS UNIVERSITY:

	Don May, Director of the General Education Program, has approved my petition to take General Educourses off campus.							
2.	All major, core and/or cognate courses have been petitioned and approved by my academic department and dean.							
3.	If I am on academic probation, I have obtained the signature of my academic dean in the box below.							
4.	If I am an International Student, I have obtained the signature of International Student Services:							
	Signature of International Student Servic	es		Date				
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