The University of Mississippi SCHOOL OF APPLIED SCIENCES

Transfer Request Form Instructions

- 1 Print this form and fill it out completely.
- Attach a copy of the course description from the catalog of the other institution you plan to attend (course descriptions can be obtained from the web site of most institutions) unless the course is from a Mississippi community college.
- Turn in both this form and the course description to the Dean's Office of the School of Applied Sciences in the George Street House. The mailing address is listed below for students who are not in Oxford.
- The form will be processed as quickly as possible from the time it is received in the Dean's Office. Additional time for processing must be allowed if the form is turned in at the end of a semester or summer term.
- The signed form will be mailed to you at the address you list on the form, indicating whether or not the courses are approved.

The School of Applied Sciences The George Street House P.O. Box 1848 University, MS 38677-1848 (662) 915-7901

For Graduating Students:

It is <u>your responsibility</u> if you have chosen to take your final course(s) from another school to make sure that an official transcript has been received by the deadline for your semester of graduation (below).

Semester of Graduation Deadline for Receipt of Transcripts

Spring June 10th Summer August 29th Fall January 8th

It is not enough just to request the transcript. You also need to follow up on it to make sure UM has <u>received</u> it. If UM has not received an official transcript by the deadlines listed above, you will not graduate until the next semester.

The University of Mississippi SCHOOL OF APPLIED SCIENCES TRANSFER REQUEST FORM

Ctry dant's Name	ID Nyashaa	/		:1
Student's Name	ID Number	Telepho	ne # E-ma	il address
Major				
*A copy of this form indicate your records at the address		rses have been ap	proved will be re	turned to you f
College or University Attending	Transfer Course Number	UM Equivalent Number	Semester/Year in w take the course	hich you plan to
 another institution while I am in good standing and not be applicable to a degr I am aware that no more the college. I realize that no more than I understand that it is my r 	another institution (page 128, 200 other institution. Unapproved trans	5-2006 catalog). Wr sfer courses will not be a student may petition a student may petition a student may petition a student may petition a student may be the state of the sta	itten permission must be accepted. Under can the dean for pre-appropriate the dean for pre-appropriate the dean for pre-appropriate the dean for pre-appropriate the dean for any coution during suspension credit hours) may be finaken from another institute or transcripts hand	to be granted by the deses of extreme and coval of dual enroll ourses taken from a community out a community tution.
University of Mississippi student at prior to enrolling in courses at and unavoidable emergency where procredits. I have read the above state another institution while I am in good standing and not be applicable to a degrence of the college. I realize that no more than I understand that it is my restudent are not official) series.	another institution (page 128, 200 other institution. Unapproved transperses toward graduation is at risk, tement and understand that I will concurrently enrolled at UM.* I understand that any course work ee at The University of Mississipp han half of the course work submitted six (6) of my last twenty-one (21) esponsibility to have an official transperse.	5-2006 catalog). Wr sfer courses will not be a student may petition a student may petition a student may petition a student may petition a student may be the state of the sta	itten permission must be accepted. Under can the dean for pre-appropriate the dean for pre-appropriate the dean for pre-appropriate the dean for pre-appropriate the dean for any coution during suspension credit hours) may be finaken from another institute or transcripts hand	to be granted by the deses of extreme and coval of dual enroll ourses taken from a community out a community tution.

*If you feel that your situation warrants that you be permitted to be dually enrolled, you must fill out the appeal on the back side (or second page if obtained from web) of this form.

АР	PPEAL FOR DUAL ENROLLMENT
Ple	ase check the reason for your request:
	 You are a Tupelo or Southaven student and your UM campus does not offer the course(s) Course not offered at UM and you must take it in the upcoming semester (attach verification from your academic advisor) You will be completing your required internship/practicum out of Oxford and the class is not being offered by UM online or through correspondence Other (complete a detailed explanation below)
fice U	se Only
□ A	Approval granted for this request.
□ A	Approval <u>denied</u> for this request.
R	Reason:
_	
_ _	Dean's Signature Date