

COPY



REQUEST TO TAKE NON-RESIDENT COURSES
[THIS FORM MUST BE APPROVED (4) WEEKS PRIOR TO THE REQUESTED NON-RESIDENT SEMESTER]

Name _____
Address _____
Number and Street _____ City _____ State _____ Zip _____
Major Spanish Classification Junior GPA _____
[Must be a 2.0 or better]

Name and Address of Institution to which student is applying:

Savannah State
University
3219 College St. Savannah, GA
31404

Semester and Year student plan to enroll Summer 2015 Applied for Financial Aid: Yes No

COURSE(S) STUDENT REQUEST:
Albany State University

- | (Course No. and Title) | (Credit Hrs) |
|---|--------------|
| 1) <u>SPAN 3335 Advanced Spanish Composition and Conversation</u> | <u>(3)</u> |
| 2) <u>Elective</u> | <u>(3)</u> |

SUBSTITUTION(S) PROPOSED:
Attending Institution

- | (Course No. And Title) | (Credit Hrs) |
|--|--------------|
| 1) <u>SPAN 3101: Advanced Spanish Conversation and Composition</u> | <u>(3)</u> |
| 2) <u>SPAN 3201: Civilization and Culture of Spain</u> | <u>(3)</u> |

REASON FOR REQUEST

Note: Students who have failed or received a deficient grade in a course will not be permitted to take the course on a non-resident basis. Before processing this form, the advisor and departmental chairperson should review the student's record. Both must approve the request prior to consideration by the Vice-President for Academic Affairs. Graduating seniors will not be permitted to take courses at another institution as a transient student during the semester in which they are to graduate. In no cases will a retroactive non-resident request be approve. PLEASE SUBMIT (5) COPIES

ACTION ON REQUEST	
Approved	Not Approved
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Student <u>[Redacted]</u>	<u>1/21/2015</u> Date
Advisor <u>[Signature]</u>	<u>1/21/2015</u> Date
Departmental Chairperson <u>[Signature]</u>	<u>1/26/2015</u> Date
Dean _____	_____ Date
Vice President for Academic Affairs _____	_____ Date