



Approval for Work at Other Institutions

Instructions: Students must receive approval for all course work taken off campus prior to enrolling at another institution to receive credit at Ozarks.

1. Complete form below by listing institution you wish to attend and course to be completed.
2. List course equivalent or degree requirement your wish to fulfill with transfer course.
3. See Academic Advisor(s) for approval.
4. Return to Registrar

Student Name: _____

Mailing Address: _____

Institution student will attend: _____ Term Dates: _____ / _____

- From _____ To _____
- Summer Course or Summer Abroad
 - Semester Study Abroad (leave of absence form required)
 - Semester Study Off-Campus at other U.S. institution (leave of absence form required)

TO BE COMPLETED BY STUDENT FOR THE COURSE(S) TO BE TAKEN

Course Number	Course Name	On-line or Correspondence? (Yes/No)	Equivalent course OR degree requirement (program elective or general elective hours)	Academic Dean Approval

I acknowledge that I am responsible for having an official transcript sent to the Registrar at the University of the Ozarks and that I have been informed that only courses in which I make a grade of 'C-' or higher will be accepted at Ozarks.

Student Signature: _____ Date _____

Advisor Approval for off-campus work: _____

Date

NOTE TO ADVISORS: If the requested course is the equivalent of an Ozarks curricular course and the curricular course is approved for distribution, then the requested course will inherit the approval of the curricular course and will not require Academic Affairs approval.

DISTRIBUTION OF FORM

Original to student file

Copy to Student and Advisor

RETURN THE SIGNED FORM TO THE REGISTRAR