



UNDERGRADUATE OFF-CAMPUS COURSE APPROVAL

Office of the Registrar, 3800 Victory Parkway, Cincinnati OH 45207-3131, phone 513 745-3941, FAX 513 745-2969

Student I.D. Number _____ Last Name _____ First _____ Middle _____

Local Address _____ City _____ State _____ Zip+4 _____ Phone _____

Student Status: (circle one) Freshman Sophomore Junior Senior

The student is: in good academic standing
 on academic probation

at Xavier University and is authorized to register for the following course(s) at:

 Name of Institution

 Address of Institution

Catalog Number	Title of Course	Credit Hours Sem. or Qtr.	Xavier Equivalent Course Number	Approver's Initials	Add this course to Transfer Credit Evaluation Database
A grade of "C" or better is required to accept transfer work. A maximum of 15 credit hours may be taken at other institutions and applied toward a degree after a student has matriculated at Xavier University.					

College: <input type="checkbox"/> Arts & Sciences <input type="checkbox"/> Williams College of Business <input type="checkbox"/> Social Sciences, Health & Education	Term: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer Year: _____
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 Student's Signature Date

 Advisor's Signature Date

 Dean's Signature Date

NOTE: Upon completion of the course(s), the student must have an official transcript sent to:

Xavier University
 Office of the Registrar
 3800 Victory Parkway
 Cincinnati OH 45207-3131