



UNDERGRADUATE OFF-CAMPUS COURSE APPROVAL

Office of the Registrar, 3800 Victory Parkway, Cincinnati OH 45207, 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 |
|---|-----------------|---------------------------|---------------------------------|---------------------|--|
| <p>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.</p> | | | | | |
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| <p>College:</p> <p><input type="checkbox"/> Arts & Sciences</p> <p><input type="checkbox"/> Williams College of Business</p> <p><input type="checkbox"/> Social Sciences, Health & Education</p> | <p>Term:</p> <p><input type="checkbox"/> Fall</p> <p><input type="checkbox"/> Spring</p> <p><input type="checkbox"/> Summer</p> <p>Year: _____</p> |
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Student's Signature Date

Advisor's Signature Date

Signature of Student's Dean 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