

**This form is intended for students seeking transient coursework out-of-state or at an institution not listed on [FloridaShines](#).**

1. Complete the transient form.
2. Check with the Host Institution to ensure they are offering the course during the term you wish to take it. Put their course number and title on the transient form.
3. If you are unsure of the SF equivalent course, please send an email to a Transcript Evaluator at [TE@sfcollge.edu](mailto:TE@sfcollge.edu) to determine the equivalency.
4. Review the form with your Academic Advisor.
  - If you are an AA degree seeking student please schedule an appointment with your Academic Advisor. You can schedule an appointment through the link on your degree audit.
  - If you are an AS/BS/BAS/Certificate degree seeking student please take this form to your Program Advisor. Your advisor's contact info can be found on your degree audit page.
  - If you are not seeking a degree from SF, then you do not need to fill out a transient form in order to take classes at another institution. You should contact that institution directly to register for courses.

**Student Name** \_\_\_\_\_ **SF ID:** \_\_\_\_\_  
Last First

**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
Number & Street City, State Zip

**Term and Year as a transient student:** \_\_\_\_\_

**The above named student is authorized to take the following course(s) during the one term specified. Transfer credit of these courses will be evaluated upon receipt of an official transcript.**

\_\_\_\_\_  
Name of College Attending as Transient Student Campus

\_\_\_\_\_  
College Street Address City, State Zip

Course Number	Course Title	Credit Hours	To be completed by a Transcript Evaluator: <b>SF equivalent</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Advisor Comments:** \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
Signature of Academic or Program Advisor Date Signature of Transcript Evaluator Date

**To be completed by the Office of the Registrar:**

The above named student has the following student status:

- Good Standing       Academic Warning
- Academic Probation

The above named student has the following residency status:

- Florida Resident for Tuition Purposes
- Non-Florida Resident for Tuition Purposes

**Office of the Registrar Certification:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**I have read and understand the following:**

- that if I register for courses not approved herein, I assume full risk of transferability
- that this application does not constitute admission to the other institution
- that this application is for the ONE TERM specified and that a new form with approved courses must be submitted in order to continue my transient status
- that I must provide SF with an official transcript from the host institution, and I authorize release of such records accordingly
- that to earn a degree from SF, I must earn a minimum 2.0 GPA on coursework taken at SF, and that courses taken as a transient student will not calculate in my SF GPA
- that if my final grade(s) for the current term place me on academic suspension for the term in which I applied to be a transient student, this transient form becomes null and void
- that students attending SF MUST complete at least 25% of coursework towards their chosen degree at SF in order to be considered for graduation at SF
- Non-immigrant students MUST contact the Coordinator of International Student Services (R-101) after submitting this form

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**