



SOUTHERN WESLEYAN UNIVERSITY  
ADULT & GRADUATE STUDIES

### Permission to Take Undergraduate Course(s) at Another College

Please print or type the information needed below. Return the form to: Academic Records, SWU, PO Box 1020, Central, SC 29630 or FAX it to 864-644-5971. **Use a separate form for each college. You must provide a copy of the course description with this completed form.**

Name \_\_\_\_\_ ID# \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

I am requesting to take the following undergraduate course(s) as a transient student at the specified college, with the understanding that my financial aid through SWU will not cover the costs involved. To receive transfer credit, I realize I must earn a minimum grade equivalent to 1.6 (C-) and **I must have the visiting college send my transcript directly to the Office of Academic Records, SWU, PO Box 1020, Central, SC 29630.**

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

COURSE NO. & TITLE	# Sem. Hours	Course Dates	COLLEGE	2-yr.	4-yr.	APPROVED (Yes or No)

Reason for non-approval:  
\_\_\_\_\_  
\_\_\_\_\_

Notes:  
\_\_\_\_\_  
\_\_\_\_\_

Academic Records Approval: \_\_\_\_\_ Date \_\_\_\_\_

**Note: SWU has a limit of 68 semester hours that may transfer from an accredited two-year college. After 68 semester hours have been posted to your transcript (from 2-yr, 4-yr, or a combination), no additional hours may transfer from a two-year college.**