

Permission to Attend Another Institution Application

Student Name: _____ **A#:** _____

E-mail: _____@sunyorange.edu **Phone Number:** _____

Current Program of Study: _____

Advisor Name: _____

It is SUNY Orange’s policy to only transfer in credits that are applicable to the student’s current degree or intended degree (in the case of our health profession programs). This is the only way to guarantee the course(s) will be applied towards your current program of study.

Please note, a maximum of 30 transfer credits total may be applied towards your SUNY Orange Degree. Only courses in which the student has received a grade of at least “C” will be considered. Courses and credits (but not grades) are accepted. Transfer credits do not affect the cumulative SUNY Orange GPA.

Please be advised that this form does not replace the SUNY Cross Registration Form. If your intent is to be a Cross Registered student you must submit the official SUNY paperwork.

Name of other college you are requesting to attend: _____

Other College Course Information			SUNY Orange Equivalent Information		
Course Number	Course Title	Credits	Course Number	Course Title	Credits

Before registering at another institution this form needs to be filled out and approved by the Registrar’s Office. If it is approved, you will receive a copy of the approved form from the Registrar’s Office via your SUNY Orange E-mail.

Students must submit Official Transcripts no later than the end of the following semester after the coursework was taken.

REQUIRED SIGNATURES

Student Signature: _____ **Date:** _____

Advisor Signature: _____ **Date:** _____

Registrar Signature: _____ **Date Permission Granted:** _____