



# UNIVERSITY OF NORTH FLORIDA

Policy Number	Subject	Effective Date	Revised Date
2.0220P	Transient Student Admission Policy		01/14/2008
<b>Responsible Unit/Division: The Graduate School</b>			
<input type="checkbox"/> New Policy Proposal <input type="checkbox"/> Major Revision of Existing Policy <input type="checkbox"/> Minor/Technical Revision of Existing Policy <input checked="" type="checkbox"/> Reaffirmation of Existing Policy			

## I. OBJECTIVE & PURPOSE

To establish transient student admission criteria.

## II. STATEMENT OF POLICY

### **Special Admission**

Under certain circumstances students currently enrolled at other universities may enroll at UNF as “transient students” on a space available basis.

### **Special Admission for Transient Students**

A student in good standing at an approved institution may apply to UNF for one term to complete work; the credit for which will be transferred back to the student’s home institution. Applicants must submit either an official transcript or a letter from their college or university’s Registrar verifying their good standing. A transient enrollment form or other documentation may be required by the program in which the student seeks to take coursework.

### **Special Admission for Inter-Institutional Transient Students**

A student in good standing at a school participating with UNF in various exchange programs or exchange agreements may apply to UNF for one term, or for the duration of a special program, to complete work the credit for which will be transferred back to the home institution. The student must be sponsored by his or her academic dean, who is responsible for arranging with the UNF Registrar’s Office and the appropriate college dean for the student’s visit. The student will register at UNF and pay UNF tuition and registration fees. The process is the same for UNF students seeking to attend other

institutions for a single term or for the duration of a special program. UNF students must have the support of their academic dean, who is responsible for arranging their visits. UNF students will register at and pay the tuition and fees of the institution they are visiting.