



Cleveland State

COMMUNITY COLLEGE
Enrollment Services Center
3535 Adkisson Drive • Cleveland, TN 37320
Phone: (423) 473-2310

Transient Student Approval

This form is to be completed by any student requesting to be a Transient student at Cleveland State Community College. If this form is not completed and returned to Enrollment Services Center, an official transcript will be required before registration is allowed to determine if pre-requisites have been met. It is the student's responsibility to determine the credit taken at Cleveland State Community College is transferable to their current institution. It is also the student's responsibility to request an official transcript to be sent from their home institution.

***Please complete the top portion of this form. The rest of this form is to be completed by the Registrar's Office at the student's home institution and return officially sealed to the Cleveland State Enrollment Services Center.**

Name _____
Last First Middle

Home Institution: _____

Term: _____ Student ID#: _____ Phone Number: _____

Student's Signature: _____ Date: _____

Dear Registrar's Office:

I have made application to attend Cleveland State Community College as a transient student. In order to be officially accepted and to receive credit for any course work, I must secure verification that I am in academic good standing at my current institution and that the courses taken will transfer as appropriate credit. Please complete the section below.

This student is in academic good standing at _____

and is approved to take the following course(s) at Cleveland State Community College in the _____ term/semester:

Course Number	Course Name	Institution Transfer Course

Signature: _____ Title: _____
(Registrar's Office Personnel)

Contact Information: _____ Date: _____