



# TRANSIENT PERMISSION FORM STATEMENT OF GOOD STANDING

Office of the Registrar  
1400 Coleman Avenue • Macon, GA • 31207-0001  
Phone (478) 301-2494 • Fax (478) 301-2455

**Section 1(a) - 1(d) to be completed by the student.**

1 (a). Full Name: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
\_\_\_\_\_

For Term: \_\_\_\_\_  
ID/SSN#: \_\_\_\_\_  
Mercer Box: \_\_\_\_\_  
Local Phone: \_\_\_\_\_  
Home Phone: \_\_\_\_\_

1 (b). Transient Institution:  
Attention: \_\_\_\_\_  
College: \_\_\_\_\_  
Street Add: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_

**PLEASE LEGIBLY PRINT THE OFFICE, NAME, AND ADDRESS OF THE INSTITUTION YOU PLAN TO ATTEND. THIS WILL BE USED IN A WINDOW ENVELOPE.**

Courses from another institution that are equivalent to courses offered at Mercer will transfer as long as the institution is accredited by a regional association and the student earns a grade of at least **C** in each course. Grades and quality points earned in these courses will have no effect on the student's cumulative Mercer GPA; however, ALL grades are considered in calculating the GPA for graduation honors. Courses taken elsewhere will not remove grades earned at Mercer for equivalent courses. The student must have an overall **C** average at Mercer and have no outstanding financial obligation in order to take classes elsewhere. The last academic year of degree work must be taken in residence at Mercer. A student cannot attend another institution as a transient student for more than two consecutive academic terms. Please refer to the Mercer Catalog for further information concerning "Transient Status."

**It is the student's responsibility to request a final transcript be sent to the Registrar's Office at Mercer.**

**PLEASE NOTE THAT THE MAXIMUM CREDIT ALLOWABLE FROM TWO YEAR COLLEGES IS 64 SEMESTER HOURS.**

1 (c). Transient Course Information:

COURSE NUMBER AND TITLE OF THE COURSE (S) TO BE TAKEN AT THE ABOVE LISTED INSTITUTION  Example: HIST 1203; West.Civ.II	CREDIT HRS Circle one: SEM QTR	COURSE TO BE USED FOR (Please check one)				MERCER EQUIVALENT COURSE #	SEM HRS	REGISTRAR'S OFFICE USE
		GEN ED	Major	Minor	Elective			

1 (d). I understand the transient policy stated above and I request permission to take the above listed course(s).

\_\_\_\_\_ Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

2. This student has approval for the course(s) listed above pending Registrar's verification of course equivalency and student's qualification for transient status.

\_\_\_\_\_ Advisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

3. Dean's permission is required when the student does not have an overall C average OR if the student has 90 or more credit hours (i.e., senior status).

\_\_\_\_\_ Dean's Signature \_\_\_\_\_ Date \_\_\_\_\_

**ATTENTION TRANSIENT STUDENT ADMISSIONS OFFICE:**

4. COMPLETED BY THE OFFICE OF THE REGISTRAR, MERCER UNIVERSITY, ACCORDING TO RECORDS AS OF THE DATE BELOW:

- The student named above is in good standing and eligible to return to Mercer.
- The student named above is NOT in good standing, but is eligible to return to Mercer and has permission to take courses as a transient student.
- The student named above is not eligible to return to Mercer; however, the University has no objection to the student attending your institution.

CLASSIFICATION:  Freshman     Sophomore     Junior     Senior     Graduate

Mercer Registrar's Office \_\_\_\_\_ (Signature) \_\_\_\_\_ Date \_\_\_\_\_