

# GUILFORD COLLEGE AUTHORIZATION FOR COURSEWORK AT ANOTHER INSTITUTION

Office of the Registrar  
5800 West Friendly Avenue  
Greensboro, NC 2410  
336.316.2120

Student Name \_\_\_\_\_ Guilford ID # \_\_\_\_\_

Eligibility

Authorization for coursework at another institution requires that (1) the student’s cumulative average is “C’ (2.00) or better; (2) the host institution is accredited; (3) after a student reaches junior classification standing, transfer credits from 2-year institutions are limited to 100 and 200 level courses; (4) seniors must acquire permission to take courses away from Guilford College.

Agreement: (1) Grades from another institution do not affect quality point average at Guilford College (2) Courses graded below “C-“will not transfer to Guilford College (3) Credit will be awarded in semester hours as weighted by the host institution (4) Student will arrange an official transcript at the end of the term to Guilford College Registrar (address above).

This course will be taken (check term, entry year)  Summer  Fall  Spring 20 \_\_\_\_\_

<p style="text-align: center;"><b>Host Institution Information</b></p> <p><input type="checkbox"/> 2-year      <input type="checkbox"/> 4-year</p> <p>Name of Institution:</p>	<p style="text-align: center;"><b>Guilford College Course Equivalent and General Education Requirement(s) Met</b></p> <p>Please visit Guilford.edu, click “Academics,” the “Registrar,” and click on “What Credits Transfer.” Enter the state and institution name where prompted. If the course you plan to take is listed, enter the course department and number below; no departmental approval is needed. If the course, you plan to take is not listed departmental approval is required.</p> <p>Please verify:</p> <p><input type="checkbox"/> I have checked “What Credits Transfer” at Guilford.edu</p>
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Course Department & Number	Title	Course Department & Number	Credits	Attribute (i.e. General Education, Elective)	Departmental Approval

Student Signature \_\_\_\_\_

Authorization  
Guilford College verifies this student is in good academic standing and grants authorization for study as a visiting student.

Registrar Approval: \_\_\_\_\_

GPA Qualifies  Credits from host institution (max 4)  Verified  Date \_\_\_\_\_