

Transient Student Request Form

Instructions: This form is for Central Carolina Technical College (CCTC) students who are requesting permission for transient of concurrent enrollment at another institution accredited through an agency recognized by the U.S. Department of Education. Complete the form and submit it to the Student Records.

Requirements to be a CCTC transient student.

- Cannot not be on academic suspension.
- Must meet the prerequisites for the course(s) listed below.
- It is the student’s responsibility to comply with the transient institution’s admission policies and deadlines.
- If registered for course(s) that are not approved on this form, there is no guarantee the course(s) will transfer back to CCTC.
- Must earn a minimum grade of “C” to be awarded transfer credit.
- Must request official transcript from the transient institution to be sent directly to Student Records at CCTC.
- Must meet the residency requirements for their program by completing a minimum of 25% of required coursework at CCTC.
- Must contact CCTC’s Financial Aid Office if there are questions regarding financial Aid.

Student ID Number: _____ **Student Name:** _____

Phone Number: _____ **Program of Study:** _____

Name and complete address of college/university student plans to attend.

College/University Name: _____

College/ University Address: _____

Term/Year you plan to attend: Fall: _____ Spring: _____ Summer: _____

Course(s) to be taken:

Course Prefix	Course Number	Course Title	Credit Hours	CCTC Equivalent Course (Course Prefix and Number)

Physical signatures are required below.

By signing below, I understand the requirements to be a CCTC transient student.

Student Signature and date

Academic Advisor, Department Chair, or Program Manager Signature and Date

OFFICE USE ONLY:

Assistant Registrar or Registrar Signature and Date

Student’s Current Academic Standing