



## Request to Enroll in Off-Campus Course

Per the Catalog:

*“To complete a baccalaureate degree, a student must ... complete at least the last 25 percent of semester credit hours of course work taken to fulfill degree requirements from Mississippi State University. (Any exception to the 25 percent requirement must be approved in writing by the student’s dean prior to taking course work at another institution.)”*

**Full Name:** \_\_\_\_\_

**NetID:** \_\_\_\_\_

**9-digit ID:** \_\_\_\_\_

**Major & Concentration:** \_\_\_\_\_

**Requested TERM (semester & year):** \_\_\_\_\_

**I request permission to take the following course(s) at a regionally-accredited institution other than MSU:**

**Name of Institution:** \_\_\_\_\_ **Location:** \_\_\_\_\_

Check your Transfer Course Equivalent information here: [https://mybanner.msstate.edu/prod/wskttlg.P\\_SelSBGI](https://mybanner.msstate.edu/prod/wskttlg.P_SelSBGI)

Is a transient letter needed?                      Yes      No

Please indicate total hours earned from each:

**MSU:** \_\_\_\_\_ **Senior college other than MSU:** \_\_\_\_\_

**Community/Junior College:** \_\_\_\_\_

*Acceptance of community college work is limited to one-half the total requirements for graduation.*

Course Code: \_\_\_\_\_ >> MSU Course Code: \_\_\_\_\_

Course Name: \_\_\_\_\_ >> MSU Course Name: \_\_\_\_\_

Course Code: \_\_\_\_\_ >> MSU Course Code: \_\_\_\_\_

Course Name: \_\_\_\_\_ >> MSU Course Name: \_\_\_\_\_

Student’s Signature: \_\_\_\_\_

Advisor’s Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

CALS Director of Advising Signature: \_\_\_\_\_

Date: \_\_\_\_\_