



Transient Letter & Request to Enroll in Off-Campus Course

Per AOP 12.11: A student must complete at least 25% of semester credit hours of course work taken to fulfill degree requirements from Mississippi State University. Any exceptions must be approved in writing by the student's Dean or a representative from the Dean's Office prior to taking course work at another institution.

Full Name:

MSU 9-digit ID:

Major:

Concentration:

Please indicate your total credit hours earned. You may find this information in Banner > Student > View Your Transcript (scroll to the bottom of the page). *Note: Acceptance of Senior College or Community College work is limited to 50% of the total MSU requirements for graduation.

**Mississippi State
University:**

**Community/Junior
College:**

**Senior College
(other than MSU):**

I request permission to take the course(s) below at a regionally accredited institution other than MSU during the _____ term.

Name of Institution:

Location:

How will your course transfer to MSU? Check here: <https://mybanner.msstate.edu/BannerExtensibility/customPage/page/msuStudentTransferArticulation>. *Note: If the school or course you are looking for is not listed, please send a detailed email to transferarticulation@registrar.msstate.edu requesting the course be reviewed. Your email should include the institution, course code, and course description.

Course Code:

Course Code:

Course Name:

Course Name:

Course Code:

Course Code:

Course Name:

Course Name:

Student's Signature & Date:

CALS Dean's Office Signature & Date:

Advisor's Signature & Date: