

**COMMITTEE ON ACADEMIC PROGRESS
OFF CAMPUS STUDY AUTHORIZATION
SUMMER / INTERIM / MISCELLANEOUS
OFFICE OF THE REGISTRAR • LAFAYETTE COLLEGE**

Name: _____ Student ID #: _____
 Campus E-mail Address: _____ Class: _____ Term GPA: _____
 Campus Box #: _____ Degree: _____ Cum GPA: _____
 Daytime Phone #: _____ Major: _____
 Home Address: _____

Term/Year _____ Institution: _____

Summer Interim Miscellaneous: _____

The above named student is a degree candidate in good standing and is eligible to return unless otherwise stated.

Dept/ Course #	Laf. Equiv. Course #	Course Title	Online Y/N*	CCS Req.	Major Req.	Minor Req.	Elective	Dept Head Approval

Descriptions of the above courses must be presented to your advisor, appropriate department heads and the Registrar. For course substitutions prior approval by adviser(s) and department heads are required for guaranteed transfer credit.

* In addition to the course description, online course requests also require Committee approval of the course delivery methodology, which must contain significant interaction with the Instructor. Documentation must be provided.

ATTENTION:

- Only approved courses with a grade of C or higher are eligible for transfer credit.
- The grades will not be computed in the Lafayette Grade Point Average.
- Pass/Fail grades are not acceptable.
- Community College/Junior College courses taken by students with junior or senior class standing are not normally recognized for credit toward the Lafayette degree program.
- Credit may be transferred only upon receipt of an official transcript from the transfer institution.
- **Courses will be evaluated as follows: 1 unit/course credit, 4 semester credits, 6 quarter credits = 1 Lafayette course.**
- **Up to a maximum of three courses carrying 3 semester or 5 quarter credits may be transferred as a Lafayette course credit during a student's Lafayette career.**

Student Signature _____ Date: _____
 Adviser (1) Signature: _____ Date: _____
 Adviser (2) Signature: _____ Date: _____

Committee Action: Approval Denial

Comments:

Registrar/Academic Progress Committee Date
 White – Registrar Canary – Adviser Pink – Student Gold – Dean of Studies