



Office of the Registrar  
 Alabama A&M University  
 204 Patton Building  
 Normal, AL 35762  
 256-372-5254

# Inter-Campus Visiting Student Form

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

Name: \_\_\_\_\_ Banner No. \_\_\_\_\_  
Last First MI

Athens State University  Oakwood University  University of Alabama in Huntsville

Classification: \_\_\_\_\_ GPA: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Are you a candidate for graduation this semester/term?  yes  no Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
Route, POB, or Number/Street City State Zip

Email Address (required): \_\_\_\_\_

**Visiting Institution Course:**

Ref. No.	Course Abbreviation, Number, Title	Credits	Instructor	Day / Time

**AAMU Equivalent Course:** \_\_\_\_\_  
Course Abbreviation, Number, Title

**Semester/Quarter for which permission is being granted:** \_\_\_\_\_  
Semester & Year

**This student will be enrolled in \_\_\_\_\_ semester hours at AAMU for the semester/term he/she is requesting to visit.**

\_\_\_\_\_  
Student Date

\_\_\_\_\_  
Advisor Date

\_\_\_\_\_  
Department Chairperson Date

\_\_\_\_\_  
Dean of School Date

\_\_\_\_\_  
Vice President, Academic Affairs Date

**Eligibility Requirements**

- **Must be a full-time student. The course credit hours at the host institution plus AAMU hours will determine this status.**
- **Must have at least a 2.0 GPA.**
- **Visiting students are limited to one course/semester unless the second is a required lab.**
- **The student must meet all prerequisites of the host institution.**
- **The course must not be available at the home institution at the requested time.**
- **Visiting students are not permitted to enroll in web-based (online) courses. If you choose an on-line course; you cannot enroll as a Visiting Student.**
- **Forms should be returned to the Registrar's Office no later than the first day of registration at the host institution.**
- **Students will be enrolled in the requested course at the host institution after the students from the home school are accommodated. Visiting students have last priority to classes. We cannot determine your enrollment at the Visiting School until they determine they have space for you, usually at the end of the registration period.**
- **If you choose to drop this course or decide not to attend, you must process a Drop Form through AAMU in the Registrar's Office. If you do not officially drop the course, you will be billed for the course along with receiving a grade of 'F' for the course. THIS COURSE SHOULD BE DROPPED IN-OFFICE; DO NOT DROP ON-LINE.**