



TRANSIENT STUDENT FORM & CONSORTIUM AGREEMENT

☐ TRANSIENT☐ BEST SEMESTER☐ STUDY ABROAD

Please allow two weeks for processing. Approvals will be sent to your email along with an enrollment verification form (not required for best semester or study abroad students). Enrollment verifications must be returned within 7 days from the transient course start date.

SECTION A: STUDENT INFORMATION (TO BE COMPLETED BY THE STUDENT - PLEASE PRINT CLEARLY)

Last Name		First Name		M.I.	SEU ID # / Last four digits of SSN	
Home Street Address		City	State	Zip Code	Daytime Phone #	

SECTION B: I UNDERSTAND AND AGREE TO THE FOLLOWING TERMS:

- My transient form will not be accepted for processing unless **I have attached a printed copy of all course descriptions for which I am intending to register for at my Host Institution.**
 - The transient form will not be accepted for processing if I have any holds on my account (academic, financial, health, etc.)
 - Transient courses must be taken at a regionally accredited institution.
 - My cumulative GPA must be at least a 2.0.
 - I must be preregistered for the upcoming semester.
 - I must earn a "C" grade or above in order for my course(s) to be accepted for transfer at SEU.
 - A course taken for my major must be approved by the Department Chair or Dean.
 - I may not repeat a failed SEU course at another institution for grade forgiveness.
 - I may take up to 15 credits through transient status with 65 transfer credits or less on my transcript record.
 - If I decide to take a course for transient that is not listed on this form, I must submit a new form for approval.
 - Upon completion of my transient course(s), I must order an official transcript to be sent to SEU.
 - After completing 75% of my program, I must complete the remaining credits with SEU. Exceptions must be approved by the Registrar's Office. If applicable, please indicate why you are seeking transient approval in the final 25% of your program. (Approved best semester/study abroad programs are excluded from this rule.)
- ☐ The course I need, or an approved substitution, is not being offered at the time and/or semester needed
- ☐ Financial reasons
- ☐ Other (please attach explanation):

Student's Signature _____ Date _____

SECTION C: HOST INSTITUTION AND COURSE INFORMATION

Full Institution Name	City	State	Zip Code	Country

Term of Enrollment		Start Date	End Date	
☐ Fall ☐ Winter ☐ Spring ☐ Summer				
Course Prefix & Number	Course Title	Transfers As	Credits	
		Total Transient Credits		

Department Chair or College Dean Signature required for all major courses

Name of Chair or Dean (print) _____ Signature _____ Date _____

Reverse side is for students requesting financial aid only



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SECTION D: I UNDERSTAND THE FOLLOWING CONSORTIUM AGREEMENT:

- I can only receive financial aid for courses that are applicable to my SEU degree.
- I can only receive financial aid for the approved semester.
- All financial aid records for this period will be maintained at SEU.
- I understand I will only receive the awards listed in Section F if all criteria is met.
- I must pay my host institution according to their requirements.
- SEU will not provide early release of financial aid or send payments to your host institution.
- Certain funds may not be applicable to transient course charges.
- I must maintain Satisfactory Academic Progress as outlined in SEU's SAP policy in order to receive applicable federal, state, and institutional awards upon my return.

Student Initial _____

SECTION E: HOST INSTITUTION CERTIFICATION - COST OF ATTENDANCE (TO BE COMPLETED BY HOST INSTITUTION)

Tuition and Fees \$ _____ Other _____ \$ _____ Total \$ _____
(Please explain)

Name of Host Institution Financial Aid Officer	Signature of Host Institution Financial Aid Officer	Date

SECTION F: SOUTHEASTERN UNIVERSITY OFFICE OF FINANCIAL AID - APPROVAL

Printed Name of SEU Financial Aid Officer		Signature of SEU Financial Aid Officer		Date
Federal Aid/Other	Amount	State Aid	Amount	Total Allowable Aid
Grants	\$ _____	FRAG	\$ _____	\$ _____
Direct Loan	\$ _____	Bright Futures	\$ _____	☐ No Financial Aid Requested
Alternative Loan	\$ _____	Other	\$ _____	_____
				Student Signature _____

SOUTHEASTERN UNIVERSITY REGISTRAR OFFICE USE ONLY

Local hours	Current cumulative GPA	Holds
Transfer hours	Preregistered at SEU	Previously approved transient
Currently enrolled hours	Overload	Major
Requested hours	Repeat	For major
Total hours	Tel Web/Location	Term

SOUTHEASTERN UNIVERSITY TRANSIENT APPROVAL

I certify that the transient applicant is an undergraduate student in good standing. He/she has Southeastern University's permission to take the course(s) designated in Section C.

Name of Registrar _____ Signature _____ Date _____

If you have any questions, please call 863-667-5015 or email registrar@seu.edu
1000 Longfellow Blvd, Lakeland, FL 33801