Information on Visiting Student Status

“What is visiting student status?”

A student registered in the Faculty of Physical Education and Recreation at the University of Alberta may be allowed to complete courses towards their degree program while attending another postsecondary institution. Upon successful completion of courses at the visiting institution, transfer credit will be granted towards the student’s degree program. (Note: you must achieve a minimum grade of C- or 60%)

“Who is eligible to apply for visiting student status?”

Students must be in satisfactory academic standing to apply. If you are interested in attending another institution, you should consult the Calendar of that institution to see if any of their course offerings meet some of your University of Alberta degree requirements.

You will need to submit a course description and/or syllabus for each course you wish to take. Courses will be approved for transfer credit provided they: (1) are equivalent to a University of Alberta course (course content and number of hours); and, (2) meet a requirement for your degree program. (Note: For most programs, the maximum transfer credit you may apply towards your degree program is *60; for the BKin/BEd degree program it is *66).

The total credits per term must not exceed the maximum allowed course load.

If the courses you select are approved, the Undergraduate Programs Office will send the visiting institution a letter permitting you to be a visiting student. This letter outlines when and where you have permission to be a visiting student, what courses you may register in, and how these courses will transfer to your degree program.

It is your responsibility to apply for admission to the postsecondary institution you plan to attend as a visiting student and to meet any admission or registration requirements.

“How do I ensure my transfer credit is applied to my degree program?”

Once you complete the course(s) you must arrange for official transcripts to be sent from the visiting institution to the Office of the Registrar at the University of Alberta. Transfer credit will not be granted until official transcripts are received by the University of Alberta.

If you have been away from the University of Alberta for a full academic year, you will need to apply for readmission prior to returning to your program. Confirm the application deadline with the Undergraduate Office.
Visiting Student Request

A. VISITING INSTITUTION INFORMATION:

Institution: ________________________________________________________________

Address:  ____________________________________________________________________

____________________________________________________________________________

Dates of Attendance: From: __________________________ To: ______________________

B. COURSES:

<table>
<thead>
<tr>
<th>Course at Visiting Institution</th>
<th>Possible UA Equivalent</th>
<th>Credits</th>
<th>Program Requirement To Be Filled</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

☐ Detailed course description(s) attached

Student’s Signature: ___________________________ Date: _______________ 

Granted ____ Denied ____ Date: _____________________