



Authorization to undertake studies at another institution

Student Name: \_\_\_\_\_ Student Number: V00 \_\_\_\_\_

The above student is in good standing in a graduate degree program and has permission to take the courses listed below as a Visiting Student on a Letter of Permission at:

(Host institution) \_\_\_\_\_ during the \_\_\_\_\_ term.

Table with 3 columns: COURSES TO BE APPROVED, CREDIT WEIGHT, UNIVERSITY OF VICTORIA UNITS. Contains 4 rows of blank lines for entry.

- 1. Students are subject to the regulations of the University of Victoria governing credit for the courses to be undertaken and, as a condition of registration at the institution designated above, agree to provide the University of Victoria with official transcripts upon completion of courses.
2. Students must send confirmation of registration and notice of any change to the Graduate Admissions and Records Office, University of Victoria, at the time of registration or course change.
3. In order to qualify for transfer to a graduate program, course(s) must be graduate or senior undergraduate level, and must be completed with a minimum grade of B (or equivalent). Courses graded PASS/FAIL, COM or equivalent are not eligible for transfer credit.
4. A course description or syllabus must accompany this request.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor or Grad Advisor: Name \_\_\_\_\_ Date: \_\_\_\_\_
Signature \_\_\_\_\_ Date: \_\_\_\_\_

Graduate Admissions and Records Approval: \_\_\_\_\_ Date: \_\_\_\_\_