Kennesaw State University undergraduate students who wish to attend another college or university during their enrollment at KSU and receive transfer credit may apply for transient status.

Students wishing to be transient students at another institution must complete the Transient Request Form available through the Office of the Registrar. Transient forms can only be processed for the next upcoming semester. Students who are not in good academic standing may complete the Transient Request Form to acquire a letter of no objection. Students on disciplinary suspension or expulsion will not be issued a transient statement. Students must consult with their academic advisor prior to enrolling in the transient course(s).

Transient coursework will not be included in the KSU Institutional GPA. If a student repeats an institutional course as a transient student and receives a higher grade in the transient course, the repeated KSU grade will be EXCLUDED from the KSU Institutional GPA.

QUALIFICATIONS
- Student must be in good academic standing, Institutional GPA must be 2.0 or greater.
- Have completed at least on semester at KSU.
- Students must be currently enrolled or enrolled within the past three semesters.
*Students who are not in good academic standing may request letter of no objection from Registrar.

FINANCIAL AID
Students should consult with the Office of Financial Aid to discuss specific financial aid questions.

OBTAINING COURSE CREDIT
Upon completion of transient study, students must submit an official transcript from the transient college showing their final grade(s). Transcripts should be submitted immediately upon return to KSU to ensure timely and proper application of transfer credit toward degree requirements.

Students must ensure knowledge of required minimum grade for each transient course based on their KSU major program of study. A course description or syllabus may be required for evaluation and proof of equivalence to a KSU course to receive credit. The credit is recorded as transfer on the transcript and is not calculated into the student’s KSU institutional GPA.

STEPS TO APPLY
1. Schedule an appointment with your academic advisor to discuss the appropriate combination of transient coursework. Prior to appointment, research the following:
   - Review/confirm any prerequisite course(s) needed for transient course(s).
   - Compare transient course(s) and KSU course(s) through KSU’s Course Transfer Search Engine AND consult an advisor about any possible course substitutions.
2. Speak with the Financial Aid Office to arrange payment for transient course(s) and to discuss eligibility for the consortium agreement.
3. Complete and submit the “Transient Request Form” to the Office of the Registrar.
4. Allow 3-5 business days for processing. If the request has been approved, you will receive notification from the Office of the Registrar noting if the form is ready for pick-up, has been faxed, mailed, or emailed to the transient institution.
5. After completing course(s) at the transient institution and official grades have been posted, request a final official to be sent to KSU.

Disclaimer: The Office of the Registrar at KSU is only verifying if the student is eligible to go transient. It is the student’s responsibility to verify the courses they plan to take will transfer back and apply to their degree program. Should you have any questions, please email registrar@kennesaw.edu.
REPEATED COURSE POLICY
If a student repeats an institutional course as a transfer/transient student and receives a higher grade in the transfer/transient course, the repeated KSU grade will be EXCLUDED from the KSU institutional GPA the next semester the student is enrolled at KSU.

FINANCIAL AID
KSU students going away as Transients:
- Request a certification of HOPE eligibility by submitting the HOPE Transient Request Form.
- Certification for Summer HOPE Scholarship will be pending end-of-Spring review of all GPAs and cannot be processed until after mid-May. If registered for hours at another institution, you are responsible for payment according to their deadlines or be deleted.
- No more than 15 hours of payment are allowed per semester.
- Remember to request all final transcripts be sent to KSU Admissions.

All Transient students receive their federal aid, Stafford student loans and Pell Grant, from their home institution after enrollment is confirmed after the end of Drop/Add.

A Consortium Agreement must be completed if you are receiving any Federal Aid (i.e., Stafford Loan, Pell Grant). If you are only receiving the HOPE Scholarship or Zell Miller Scholarship, the consortium agreement is not necessary. You will need to complete the HOPE Transient Request Form. Please remember that you must be enrolled in at least 6 credit hours to qualify for loans. A Transient student coming from a school outside of Georgia cannot receive HOPE funding according to state regulations.

CROSS REGISTRATION - Atlanta Regional Consortium for Higher Education (ARCHE)
Kennesaw State University is a member of the Atlanta Regional Consortium for Higher Education, an association of colleges and universities in the Atlanta area offering a combination of reciprocal academic services, such as cross registration, interlibrary loans and visiting scholars program.

The cross registration program is available to students officially enrolled in Atlanta Regional Consortium Institutions. This program is distinct from transient status in that it is possible for a student to register for an approved course at any of the 20 consortium schools and receive credit, while paying tuition costs to the home institution. The intent is to allow qualified students to take course work in their area of study that is not available on their own campus.

To be eligible to participate, the student must be in good standing and must have the recommendation of the faculty advisor or department chair at the home institution. Cross registration may be pursued only for courses not offered at the home institution for the given term and is not recommended for students in their last semester before graduation. Students who wish to enroll in courses at member institutions of the Atlanta Regional Consortium should obtain a Cross-Registration form from the cross registration coordinator in the Office of the Registrar. Check with the coordinator for individual member college cross registration deadlines.

Member Colleges
Agnes Scott College
Brenau University
Clark Atlanta University
Clayton College & State University
Columbia Theological Seminary
Emory University
Georgia Gwinnett College
Georgia Institute of Technology
Georgia State University
Interdenominational Theological Center
Kennesaw State University
Mercer University of Atlanta
Mercer University
Morehouse College
Morehouse School of Medicine
Oglethorpe University
Savannah College of Art and Design - Atlanta
Spelman College
University of Georgia
University of West Georgia

http://www.atlantahighered.org