Advising Visiting Students

When advising visiting students, make certain that the student meets the prerequisites for all courses in which they enroll. Ideally, the student should have a transcript with them. If a student does not have a transcript with them, they are often able to access a copy of their transcript via the internet. And sometimes they have a letter from their school authorizing them to take a specific course: in such a case, you are allowed to approve the course without a transcript. When in doubt, send the student to the discipline chair.

If a student asks if a specific course will transfer, reply that all University Transfer courses transfer, but they do not all transfer into every program. Students should consult with an advisor at the university in which they are enrolled to determine if a specific course will transfer into their program of study.