

PRIOR APPROVAL FOR OFF-CAMPUS STUDY

Name (last, first, middle initial)	Student ID number
Address (street, city, state, zip)	

Enrolled in:

- | | |
|---|---|
| <input type="checkbox"/> Arts and Sciences
<input type="checkbox"/> Business Administration
<input type="checkbox"/> Engineering
<input type="checkbox"/> Environment & Life Sciences
<input type="checkbox"/> Feinstein Education & Professional Studies | <input type="checkbox"/> Health Sciences
<input type="checkbox"/> Nursing
<input type="checkbox"/> Pharmacy
<input type="checkbox"/> UC for Academic Success |
|---|---|

PROCEDURE FOR STUDENT:

1. Obtain current catalog from the institution where the course work will be taken (this is not required if the course work will be taken from Rhode Island College or the Community College of Rhode Island).
2. Take the catalog to the chairperson of the University department that offers the equivalent course and request his/her signature (CCE students need not complete this step).
3. Return the signed form to the dean of your college for final approval and confirmation that the course will fulfill degree requirements.
4. Upon completion of the course(s), Request that a transcript be sent to the dean of the college in which you are enrolled (see list on the back of this form for the address of your dean).

I request permission to have work taken at _____ during the _____ term evaluated and posted to my University transcript.

Academic Year: 20__ - 20__ Signature: _____ Date: _____

Course at OTHER institution	Title	Credit	University Equivalent	Credit	Chairperson's Signature	Chairperson's Printed Name	*

* In the box provided, check any Course Equivalency you do not wish to be added to URI's prior approved course database.

PLEASE NOTE:

1. PRIOR APPROVAL ASSURES CREDIT FOR WORK TAKEN AT ANOTHER POSTSECONDARY INSTITUTION PROVIDED A SATISFACTORY GRADE IS EARNED (C or better at all institutions except Rhode Island College and The Community College of Rhode Island from which a C- or a D is accepted but only as a free elective).
2. The credits for courses taken at another institution will transfer but not the actual letter grade earned; therefore, the grades earned in these courses will not affect a student's grade point average.
3. If you are receiving Federal Financial Aid you must obtain your Academic Dean's approval for these courses.

_____ _____
Academic Dean's Approval Date



Send your application to the appropriate dean's office:

College of Arts and Sciences
Office of the Assistant Dean
Chafee Social Science Center
142 Flagg Rd., Kingston, RI 02881
p. 401.874.2566 f. 401.874.2892

College of Business Administration
Office of the Assistant Dean
Ballentine Hall
7 Lippitt Rd., Kingston, RI 02881
p. 401.874.2337 f. 401.874.4312

Feinstein College of Education & Professional Studies
Office of the Assistant Dean
Chafee Social Science Center
142 Flagg Rd., Kingston, RI 02881
Shepard Building
80 Washington St., Providence, RI 02903
p. 401.277.5160 f. 401.277.5168

College of Engineering
Office of the Assistant Dean
Bliss Hall
1 Lippitt Rd., Kingston, RI 02881
p. 401.874.5985 f. 401.782.1066

College of the Environment & Life Sciences
Office of the Assistant Dean
Center for Biotechnology & Life Sciences
120 Flagg Rd., Kingston, RI 02881
p. 401.874.5026 f. 401.874.4385

College of Health Sciences
Office of the Assistant Dean
Quinn Hall
55 Lower College Rd., Kingston, RI 02881
p. 401.874.2125 f. 401.874.2581

College of Nursing
Office of the Assistant Dean
White Hall
39 Butterfield Rd., Kingston, RI 02881
p. 401.874.2766 f. 401.874.2753

College of Pharmacy
Office of the Assistant Dean
Pharmacy Building
7 Greenhouse Rd. Kingston, RI 02881
p. 401.874.5888 f. 401.874.5014

University College for Academic Success
Office of the Assistant Dean
Roosevelt Hall
90 Lower College Rd., Kingston, RI 02881
p. 401.874.2993 f. 401.874.5085