

**Visiting Undergraduate Student Fall/Spring Application**  
For students not enrolled as degree candidates at Case Western Reserve University.

*Please type or print.*

<b>Student Information</b>				
Last Name		First Name		Middle Initial
SSN		Permanent Phone Number		Current Phone Number
Email Address		Date of Birth (MM/DD/YYYY)	Gender Female      Male	Marital Status Single      Married
Planned duration of study at CWRU:		Fall _____ (year)	Spring _____ (year)	
<b>Address (Check to which address information should be sent.)</b>				
Permanent Address				
City		State		Zip Code
Current Address				
City		State		Zip Code
<b>Emergency Contact</b>				
Name		Relationship to You		Phone Number
Street Address		City and State		Zip Code
<b>Demographic Information</b>				
Place of Birth (City and State/Country)			Citizen of what country?  If not a U.S. citizen, specify visa type:	
Ethnic Group — Select One (Optional) American Indian or Alaska Native Black or African American Asian Hispanic or Latino			White Mexican American Puerto Rican Native Hawaiian or other Pacific Islander Other	

**Current Student Status**

High school graduate not currently enrolled in any postsecondary school.  
 High school graduate admitted to (specify college)  
 College student currently enrolled at (specify college)  
 College student not currently enrolled in any postsecondary institution.

**Please note:** Enrollment is not permitted if an application is pending with Undergraduate Admissions or the student has been admitted to a degree

**Education**

High School Attended	Date of Graduation
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**List in chronological order all undergraduate institutions attended.**

Undergraduate College	From (date) To (date)	Degree Granted or Expected
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Undergraduate College	From (date) To (date)	Degree Granted or Expected
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**Courses in which you intend to enroll (course catalog: [case.edu/registrar/registration/schedule-of-classes](http://case.edu/registrar/registration/schedule-of-classes))**

Subject	Course Number	Subject	Course Number
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Subject	Course Number	Subject	Course Number
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Subject	Course Number	Subject	Course Number
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**Conditions of Visiting Student Enrollment**

A visiting student is defined as one who is attending another college or university and who wishes to transfer to that institution any credits which may be earned at Case Western Reserve University.

A visiting student need not file a formal application for admission but must submit a *Visiting Undergraduate Student Fall/Spring Application*. In lieu of completing the Dean's/Registrar's section, we will accept an official letter from the home institution certifying that the student is in good academic standing, is not subject to disciplinary probation, and is eligible to resume studies at his or her home institution.

An undergraduate visiting student begins the registration process in the Office of Undergraduate Studies. Please call 216.368.2928 to schedule an appointment to meet with the dean who works with visiting students. It is useful to bring a transcript to that meeting.

Visiting students are subject to policies outlined in the [Case Western Reserve University Bulletin](#) and [Handbook](#) (including registration dates, class withdrawal, academic integrity, etc.).

All registered students of the University may use the services provided by University Health Service as their primary care facility. University Health Service requires the completion of a medical history and an immunization record by Fall and Spring visiting students.

Medical histories, immunization records, and Case Western Reserve University Medical Plan Waiver forms are available from University Health Service by calling 216.368.2450.

The privilege of enrolling as a visiting student for more than one semester is subject to the following limitations:

1. A minimum grade point average of "C" must be maintained.
2. All visiting students are limited to a maximum of 30 semester hours as visiting students and may not register in more than five semesters, summer session included.

Credit for course work taken at Case may or may not transfer to or be accepted by a home institution. Please confer with the appropriate official at your home institution if you have questions about the applicability of transfer credit.

Signature	Date
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I give permission to my home institution to release information about my academic and disciplinary record.

Last Name	First Name	Middle Initial
Signature		Date

**TO BE COMPLETED BY YOUR REGISTRAR OR DEAN**

I certify that the above named student has our permission to enroll as a visiting student at Case Western Reserve University. The student is in good academic standing and has not been subject to any disciplinary action. The student is eligible to return to his/her home institution.

College/University Name		
Street Address	City and State	Zip Code
Grade Point Average	Hours Earned	Disciplinary Standing Good Warning      Probation Censure Suspension (explain below)
Explanation/Special Conditions		
Signature of Dean/Registrar		Date

**Deadlines:**      Fall Semester – June 1  
                          Spring Semester – Nov.1

**Please return the completed application to:**

Case Western Reserve University  
 Office of Undergraduate Studies  
 10900 Euclid Ave.  
 Sears Building 447  
 Cleveland, Ohio 44106

Email: ugstudies@case.edu  
 Phone: 216.368.2928  
 Fax: 216.368.4718