

**Registrar's Office**  
45 S. National Ave.  
Fond du Lac, WI 54935  
(920) 923-7618 Phone  
(920) 926-6708 Fax



**APPROVAL FOR  
OFF-CAMPUS COURSE  
FORM**

registraroffice@marianuniversity.edu

Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Major: \_\_\_\_\_

Course will be used for (Select One):

\_\_\_\_\_ Elective Credits \_\_\_\_\_ Major/Minor Requirement Substitute for: \_\_\_\_\_  
(Course Number)

\_\_\_\_\_ Liberal Arts Credit in the following area:

- |                    |                  |                          |                  |
|--------------------|------------------|--------------------------|------------------|
| _____ Compositions | _____ Literature | _____ Biological Science | _____ History    |
| _____ Art          | _____ Philosophy | _____ Physical Science   | _____ Psychology |
| _____ Music        | _____ Theology   | _____ Mathematics        | _____ Sociology  |

1. \_\_\_\_\_  
(Course Number) (Course Title) (Credits) (School)

2. \_\_\_\_\_  
(Course Number) (Course Title) (Credits) (School)

3. \_\_\_\_\_  
(Course Number) (Course Title) (Credits) (School)

**Reminders**

1. A course description for each course must be attached.
2. Please allow sufficient time prior to course enrollment for this form to be processed. Phone evaluations cannot be honored.
3. Upon course completion, please have the school send an official transcript directly to the Registrar's Office at Marian University. This transcript must be received for the credit to be applied to your records.

**DO NOT WRITE BELOW THIS LINE – FOR OFFICE USE ONLY**

- |  |              |             |
|--|--------------|-------------|
| 1. Is this course a duplicate of credit presently on the student's transcript?   | _____<br>Yes | _____<br>No |
| 2. Is it acceptable as liberal arts credits or as a substitution for the course requested above?                                 | _____<br>Yes | _____<br>No |
| 3. Is it acceptable as elective credit?  | _____<br>Yes | _____<br>No |
| 4. May the student enroll in the course(s) and have the credits applied toward the degree if a grade of "C" or better is earned? | _____<br>Yes | _____<br>No |

Comments: \_\_\_\_\_

Program Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Registrar's Signature: \_\_\_\_\_ Date: \_\_\_\_\_