

MICHIGAN UNIFORM UNDERGRADUATE GUEST APPLICATION

(Please follow the instructions on the reverse side of this page)

PART I (To be completed by applicant)

1. Name: _____ 2. Social Security No.: _____
Last First Middle

3. Sex*: M / F 4. Birth Date*: _____ 5. Citizenship (Country): _____ (Visa Type) _____
Racial/Ethnic Background* - please circle only ONE category which best describes you:

6a. ___ White/Non-Hispanic ___ Black/Non-Hispanic ___ Hispanic ___ American Indian or Aleut (AIEA) ___ Asian or Pacific Islander (API)

6b. Are you MULTIRACIAL? Yes No

If you answer "Yes," please mark all of the races below that apply to you based on the list from Item 6a.

___ White/Non-Hispanic ___ Black/Non-Hispanic ___ Hispanic ___ American Indian or Aleut (AIEA) ___ Asian or Pacific Islander (API)

NOTE: For purposes of this question, you are Multiracial if you have parents from more than one of the broad race categories listed in Item 6a OR if at least one of your parents is Multiracial.

7. Current Address: _____ Phone () _____
No., Street, City, State, Zip

8. Home Address: _____ Phone () _____
No., Street, City, State, Zip

9. High School: _____ Graduation Date: _____
Name, City, State

10. State of Legal Residence: _____ County of Legal Residence: _____
The above has been my legal residence since: _____

11. Guest Application To: _____
College or University and City

12. Guest Term Dates: _____ to _____

13. Have you previously applied for admission to this institution? Yes No

14. Have you previously attended classes at this institution? Yes No

If "Yes," please indicate dates: _____ to _____

15. Classes Planned to Take: _____
Course Number(s), Title(s)

I certify that the above statements are true. I agree to abide by the regulations of the institutions named above while I am enrolled. I authorize the release of any records from my home institution, which the guest institution may require.

Student's Signature: _____ Date: _____

* Optional and for Identification Purposes Only.

PART II (To be completed by an official at the institution in which the students is currently enrolled)

1. Institution currently or last enrolled: _____
College or University and City (Home Institution)

2. Enrollment Status: Currently Enrolled? Yes No Last Date of Attendance: _____

3. Standing: "C" Average or Better? Yes No Eligible to Return? Yes No

I certify that the statements in PART II are true.

Signature Title Date Phone No. Seal

NOT OFFICIAL WITHOUT COLLEGE/UNIVERSITY SEAL

MICHIGAN UNIFORM UNDERGRADUATE GUEST APPLICATION INSTRUCTIONS

This form serves as your application for admission as a guest student at a Michigan college or university. All prospective students should check with the Guest Institution to determine if additional requirements are required for admission or enrollment. This form does not ensure transferability of courses taken at the Guest Institution to the Home Institution.

Guest Students:

1. Are subject to all the admission and registration regulations of the Guest Institution.
 2. Do not have permission to register as a degree candidate at the Guest Institution.
 3. Are responsible to determine that the Home Institution will accept credit earned as a guest student.
 4. Must understand that falsification of any part of the Guest Application may result in cancellation of admission and/or registration at the Guest Institution.
 5. Must arrange to have a transcript of any guest credit earned as a guest student sent from the Guest Institution back to the Home Institution.
 6. Wishing to apply for financial aid should verify their eligibility with the Guest Institution.
-

COLLEGE FOR CREATIVE STUDIES UNDERGRADUATE GUEST APPLICATION CHECKLIST

- ✓ Obtain the Michigan Uniform Undergraduate Guest Application from CCS Academic Advising and Registration Office.
- ✓ Obtain an equivalency guide for the school that you would like to attend from the CCS Academic Advising and Registration Office or visit Blackboard (www.bb.collegeforcreativestudies.edu).
- ✓ For schools not listed on the equivalency guides: Courses are to be pre-approved by the Department Chair (for which you are seeking transfer credit). You must present a Curriculum Change form to your department Chair, and the courses approved for transferability should be listed.
- ✓ Check the website for the school(s) that you plan to attend. Review their policies and procedures for guest students including any prerequisite or placement requirements, deadlines for registration, semester dates, and tuition and fees.
- ✓ Complete PART I of the Guest Application. PART II will be completed by the Academic Advising and Registration office personnel and signed and affixed with the official college seal.
- ✓ Take completed form to the guest school, register and attend classes at the guest school, obtaining a grade of "C" or higher.
- ✓ Request an official transcript from guest school that you attended and have the school mail it to:

College for Creative Studies
Academic Advising and Registration Office
c/o Karen LaD ucer, Assistant Registrar
201 East Kirby Street,
Detroit, MI 48202-4034