

The deadline to submit the completed form with all required documentation is the Application deadline for each term. See the SLCC Student Academic Calendar.

Please read the Guest Student Policy on the second page of this document prior to completing the application for admissions.

Name _____ SLCC Student ID _____ Date of Birth _____
 Address _____ City, State, Zip _____
 Email _____ Phone _____

Important Information for Salt Lake Community College (SLCC) Guest Students

- It is important that you are aware of the prerequisites for every SLCC course that you are planning to register for. Having the knowledge necessary to succeed in your course(s) is assured by completing prerequisites. Please review the college catalog at www.slcc.edu/catalog to review the prerequisites for each course.
- SLCC does not guarantee the transferability of courses to your home institution. Please talk with an advisor at your institution to make sure you are taking courses that will transfer.
- Guest Students are classified as non-degree seeking students.
- Guest Students are not eligible to receive Financial Aid or Veteran Benefits from SLCC.
- Guest Students are only allowed to register for up to 16 credits (cumulative) in their entire Academic Career as a Guest Student at SLCC. After which, students are no longer considered a Guest Student and must follow standard Admissions, Transfer Evaluation and Registration processes and procedures.
- Guest Students must abide by the policies and regulations of SLCC.
- ALL students, including Guest Students, must meet all the deadlines as listed on the SLCC Student Academic Calendar.
- ALL Guest Students will be placed in the Transfer/Non-Degree Seeking student registration group. See Priority Registration Dates on the SLCC Student Academic Calendar: <http://www.slcc.edu/academiccalendar/index.aspx>.

COURSE INFORMATION

Term of Attendance: Fall 20__ Spring 20__ Summer 20__

SLCC Course of Interest		
Subject	Course #	Credit(s)

ACKNOWLEDGMENT

PREREQUISITES are courses which should be completed prior to enrollment in the subsequent course to ensure adequate academic preparation. By signing this form, you are agreeing to waive the prerequisite requirement and will take full responsibility for meeting any and all expectations for completing the course(s) in which you are requesting registration in. You also agree that you will not be eligible for any and/or all appeals or exceptions that are offered by SLCC.

- I have read and understand the SLCC Guest Student Policy
- I certify that the above statements are true.
- I agree to abide by the regulation of SLCC while I am enrolled.

Student Signature: _____ **Date:** _____

For ORAR Office Personnel Only

Approved Denied Pending Comment(s): _____
 Verified by (print name): _____

Initials: _____ Date: _____

Policy for Guest Student Admission/Registration**Guest Student Qualifications and Responsibilities:**

- Guest Students are responsible for ensuring they are eligible and qualified to meet SLCCs course prerequisite requirements for the course(s) in which they are requesting registration in.
- Guest Students are agreeing to waive the prerequisite requirements and will take full responsibility for meeting any and all expectations for completing the course(s) in which they are requesting registration in.
- Guest Students are classified as non-degree seeking students.
- Guest Students are only allowed to register for up to 16 credits (cumulative) in the entire Academic Career as a Guest Student at SLCC. After which, students are no longer considered a Guest Student and must follow standard Admissions, Transfer Evaluation and Registration processes and procedures.
- Guest Students must abide by the policies and regulations of SLCC.
- ALL students, including Guest Students, must meet all the deadlines as listed on the SLCC Student Academic Calendar.
- ALL Guest Students will be placed in the Transfer/Non-Degree Seeking student registration group. See Registration Dates on the SLCC Student Academic Calendar: <http://www.slcc.edu/academiccalendar/index.aspx> .

Exclusions and Exemptions:

- Ineligible to receive Financial Aid and/or Veterans benefits at SLCC.
- Ineligible for Departmental overrides.
- Ineligible to register for more than 16 credits in totality (cumulative) as a Guest Student at SLCC
- Ineligible for any and/or all appeals or exceptions that are offered by SLCC.
- Exempt from placement testing (AccuPlacer/ACT) for SLCC admissions.
- Exempt from completing new student orientation.

Note: Students who bypass College processes (e.g. Transfer Evaluation, SLCC Placement, overrides etc.), may be denied as a Guest Student and will be required to restart any/all admissions, transfer and/or registration processes.

International Students:

If you are an International Student, please go to this website: <http://www.slcc.edu/iss/apply/attending-another-university.aspx>

The Office of the Registrar is the final arbiter for all applications of this policy.

Guest Student Procedures:

1. Submit an Admissions Application
2. Ensure MySLCC portal and BruinMail account is active. BruinMail is the official college email and is the primary means of communication with the College. Students are expected to check the BruinMail frequently and read emails in a timely fashion, and to recognize time-critical communications.
3. Complete the Guest Student Registration Form and submit the form to gueststudent@slcc.edu.
4. Check BruinMail for updates on approval status for admissions and registration.
5. Register for classes on MySLCC portal. For registration help, review tutorials online at: <https://www.slcc.edu/registrar/registration/tutorials.aspx>.

Note: ALL Guest Students will be placed in the Transfer/Non-Degree Seeking student registration group. See Registration Dates on the SLCC Student Academic Calendar: <http://www.slcc.edu/academiccalendar/index.aspx>