

**CONCURRENT REGISTRATION FORM  
REQUEST TO ATTEND ANOTHER ACCREDITED COLLEGE**

**NOTE:**1) A total of 64 credit hours will be accepted from a Community College. Courses taken at a Community College after a student has received 64 credit hours from a Community College WILL NOT COUNT TOWARD HOURS REQUIRED FOR GRADUATION. 2) Students are required to complete 30 hours at Northeastern. 3) Credits must be degree oriented (not vocational). 4) Grades earned at other colleges are not calculated into the NEIU GPA. 5) Courses used to meet general education, major or minor requirements cannot be taken on a Pass/Fail basis and a grade of "C" or better must be earned. 6) Students wishing to use financial aid at another institution must contact the Office of Financial Aid.

**I understand the above statements and also understand that it is my responsibility to have an official transcript sent to Admissions Operations within 30 days after the course has been completed AND to submit a request for re-evaluation of my records to Admissions Operations.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
DATE

NAME:

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

NEIU ID: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

**I REQUEST PERMISSION TO ATTEND:** \_\_\_\_\_

DURING THE SCHOOL TERM BEGINNING \_\_\_\_\_ AND ENDING \_\_\_\_\_  
Name of Other Institution

My reason for attending another school: \_\_\_\_\_

I wish to take the following course(s): **Please use Dept., Course # and Title of course from OTHER INSTITUTION.**

DEPT. NAME	COURSE#	TITLE	ADVISOR or CHAIR SIGNATURE IS REQUIRED IF: Major, Minor, Teacher Cert. Req. or any College of Business & Technology course
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**How do you plan to use the course(s)? (Check all that apply)**

Elective(s): <input type="checkbox"/>	Major/Minor Req.: <input type="checkbox"/>	Math Competency: <input type="checkbox"/>
General Education: <input type="checkbox"/>	Teacher Certification Req.: <input type="checkbox"/>	Other: <input type="checkbox"/>
English 101 Req.: <input type="checkbox"/>	Improving Human Relations Req.: <input type="checkbox"/>	

**FOR RECORDS OFFICE USE ONLY**

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

HOURS WILL APPLY TOWARD THE MINIMUM 120 HOURS NEEDED FOR GRADUATION \_\_\_\_\_

HOURS WILL NOT APPLY TOWARD THE MINIMUM 120 HOURS NEEDED FOR GRADUATION \_\_\_\_\_

To Whom It May Concern:

The above named student has permission to take course(s) at: \_\_\_\_\_

Signed: \_\_\_\_\_