

# INCOMING VISITING COURSE APPROVAL FORM

<b>Last Name:</b>	<b>First Name:</b>	<b>Date:</b>	<b>Semester:</b>
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Current date

Fall or Spring & Year

**Please read this information as it is important:** Many classes at KPU have pre-requisites and registration into these classes requires knowledge of material learned in a previous class. To be eligible to enroll in classes with pre-requisites, special approval must be granted. KPU will review your course selections below along with your transcript to determine if you meet the pre-requisites for the courses you wish to take. If you wish to enroll in an English course such as ENGL 1100, you may need to provide appropriate test scores.

In the space below, **please list 10 courses** that you are interested in taking at KPU. For course descriptions please consult the Kwantlen calendar ([www.kpu.ca/courses](http://www.kpu.ca/courses)). You are not required to register for all courses requested as this is to provide more flexibility during course registration. Please note that not all courses listed in the academic calendar are offered every semester. Please consult our past timetables ([www.kpu.ca/registration/timetables](http://www.kpu.ca/registration/timetables)) in order to get an idea as to which courses will be offered during your semester at KPU. Please note that students taking courses in the Faculty of Design will require a laptop.

You will be notified by email as to which courses have been approved. When registration starts, you will be expected to register yourself in your approved classes through our online self-service (OSS) system. For information on how to register, please visit: [www.kpu.ca/registration](http://www.kpu.ca/registration). Students typically register in 9-15 credits (3-5 classes) per semester. **Please note that it is the student's responsibility to ensure that they meet credit and course requirements at their home institution.**

Completed by student				Completed by KPU		
	Dept	Course	Course Name	Approved (Y/N)	Notes	KPU Signature
e.g.	BUSI	1215	<i>Organizational Behaviour I</i>	Y		<i>KPU signature</i>
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						