



## Inter-Campus Registration Authorization (In-Residence Courses Only)

Every Argosy University student is assigned a Campus of Record, generally the campus to which the student applied and was accepted into Argosy University. With prior approval of their Campus of Record program chair, students may apply courses taken at another Argosy University campus to their degree program. The following guidelines apply:

- The course must be a course applicable to the student's Campus of Record degree program.
- The Campus of Record degree program determines the maximum number of credit hours that may be taken at another campus. It is the student's responsibility to contact the Campus of Record's program chair for further information.

Please note: VA benefit recipients may jeopardize their eligibility for benefits by taking courses at another institution. International students may jeopardize their DHS status by taking courses at another institution. Please contact the Campus of Record Student Services Department for further information.

*This form must be signed by your Campus of Record program chair. Original must be placed in the student's file and a copy must be sent to the visiting campus for approval and registration processing.*

Student Name: \_\_\_\_\_ Student ID:@ \_\_\_\_\_ Effective Term: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

**My Campus of Record (Please specify)** \_\_\_\_\_

**The Campus I Plan to Visit (Please specify)** \_\_\_\_\_

Course Title: \_\_\_\_\_ CRN: \_\_\_\_\_ Course Number: \_\_\_\_\_ Section: \_\_\_\_\_

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

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Campus of Record Program Chair/Advisor: \_\_\_\_\_

(Please Print Name)

Campus of Record Program Chair/Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Payment Information:

FA (If you have selected financial aid as a form of payment, the Student Finance Department must give approval for the registration.)

Check

Visa  MasterCard  Discover  American Express

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Security Code\* \_\_\_\_\_ TOTAL\$ \_\_\_\_\_

\*\*Debit Card Payments cannot be accepted via this form. To pay with a debit card, please click on "Student Link" at [www.argosy.edu](http://www.argosy.edu).

Credit Card Billing Street Address or PO Box & Zip: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_

Payment Plan: Payment Plan Authorization form must be completed to process registration.

Campus of Record/Student Finance Department Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Visited Campus/Student Finance Department Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Visa, MasterCard & Discover Card Users

Flip your card over and look at the signature box. You should see either the entire 16-digit credit card number or just the last four digits followed by a special 3-digit code. This 3-digit code is your Card Security Code.

\*American Express Card Users

Look for the 4-digit code printed on the front of your card just above and to the right of your main credit card number. This 4-digit code is your Card Security Code.

\*\*Argosy University cannot independently confirm whether or not a credit card presented is a debit card. Should you provide a debit card for payment, you hereby accept full responsibility for any funds withdrawn from the account and specifically accept complete liability for any overdraft, fees and charges attendant thereto.

For Student Services Department Use Only

Date Form Received: \_\_\_\_\_

Date Forwarded for Approval: \_\_\_\_\_

Date Faxed to Visiting Campus: \_\_\_\_\_

Date Registered: \_\_\_\_\_