



**Attention: Student Records**  
 Room 2140 Western Student Services Building  
 London, ON • Canada • N6A3K7  
 Tel: (519) 661-2100 • Fax: (519) 661-3388

### APPLICANT INFORMATION

**Last Name** \_\_\_\_\_ **First Name(s)** \_\_\_\_\_ **Middle Name(s)** \_\_\_\_\_

**Previous Name(s), if applicable** \_\_\_\_\_

**Street Address** \_\_\_\_\_ **Apartment #** \_\_\_\_\_

**City** \_\_\_\_\_ **Province** \_\_\_\_\_ **Postal Code** \_\_\_\_\_

**Phone** \_\_\_\_\_ **E-mail Address** \_\_\_\_\_

**Date of Birth**

Year	Month	Day

**Preferred Gender** Male \_\_\_\_\_ Female \_\_\_\_\_

**Immigration Status** Canadian Citizenship \_\_\_\_\_ Visa \_\_\_\_\_ Landed Immigrant \_\_\_\_\_

**Country of Citizenship if not Canada)** \_\_\_\_\_ **Date Landed**

Year	Month	Day

**Have you ever applied to Western University or registered as a Visiting Student at Western?** YES \_\_\_\_\_ NO \_\_\_\_\_ **If YES, Western Student Number** \_\_\_\_\_

**Requested Session of Study at Western** Fall \_\_\_\_\_ (Sept – Dec) Winter \_\_\_\_\_ (Jan – Apr) Summer \_\_\_\_\_ (May-Aug)

### CURRENT EDUCATION INFORMATION

*Details relating to institution to which your credits will be transferred*

**Home Institution** College \_\_\_\_\_ University \_\_\_\_\_ **Student # at Home Institution** \_\_\_\_\_

**Home Institution Name** \_\_\_\_\_ **Home Institution Location (Country)** \_\_\_\_\_

**Faculty and Program at Home Institution** \_\_\_\_\_

### PLEASE COMPLETE THIS SECTION IF YOU ARE NOT ATTACHING YOUR INSTITUTION'S LETTER OF PERMISSION FORM

Western Course Number	Course Name/Title	Course Weight	Course Level	Prerequisites for the course	Prerequisites Met/Taken	Home Institution Approval	Approver's Title
<i>Example: CALC1000</i>	<i>Calculus I</i>	1.0	Year 1	MCV4U	Yes	<i>WCB</i>	<i>Counsellor</i>

### DISCLAIMER AND STUDENT SIGNATURE

*I certify that my answers are true and complete to the best of my knowledge and agree to pay my FEES by the appropriate deadlines, whether or not I can view my fees statement (Details of fees are at [www.registrar.uwo.ca](http://www.registrar.uwo.ca).)*  
*I agree to comply with the regulations of Western University as outlined at [http://www.registrar.uwo.ca/course\\_enrollment/visiting\\_students.html](http://www.registrar.uwo.ca/course_enrollment/visiting_students.html)*

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

### HOME INSTITUTION APPROVAL

**Signature** \_\_\_\_\_ **Title** \_\_\_\_\_ **Date** \_\_\_\_\_

**INSTRUCTIONS****All Students (including eCampusOntario and Letter of Permission):**

- A "Visiting student" is one who is admitted to Western University to take courses to transfer to a recognized program at another recognized institution.
- This form is used as an application. Upon receipt of the completed form and the items noted below, your eligibility as a visiting student will be determined.
- To ensure timely processing, students are encouraged to submit the completed form, with applicable enclosures, to Student Records at least **three weeks** prior to the registration deadline for the Session applied to, as noted in the University's Academic Calendar ([www.westerncalendar.uwo.ca](http://www.westerncalendar.uwo.ca)).
- It is the student's responsibility to meet academic obligations at their home institution, i.e. requesting and submitting an official transcript upon completion of studies at Western. For transcript ordering information, visit [The Office of the Registrar](http://The Office of the Registrar) web pages ([registrar.uwo.ca/student\\_records/transcripts/index.html](http://registrar.uwo.ca/student_records/transcripts/index.html)).
- A student's Home Institution is responsible for ensuring that students have the required prerequisites for EACH course selected. Not having the appropriate prerequisites prior to registration cannot be used as a basis of appeal.
- ALL students must provide proof of citizenship (photo copy of a birth certificate or passport).

**Students from Universities:**

- Enclose a Letter of Permission from your Home Institution granting approval for ALL courses you have selected.

**Students from Colleges:**

- Ensure that your Home Institution provides their approval by way of signature on the Visiting Student Application.
- IF your Home Institution has a Letter of Permission process in place, you MUST include that documentation with this submission.
- Transfer of course credit to existing programs of study is at the discretion of your Home Institution.

**eCampusOntario**

- A list of Western courses offered through [eCampusOntario](http://eCampusOntario) can be found at [www.ecampusontario.ca](http://www.ecampusontario.ca).
- Individuals from Home Institutions appropriate to provide student approval can include: Deans, Academic Counsellors / Advisors, Departmental Chairs, or Program Directors.