



Salt Lake Community College Guest Student Application

Please read the "Policy for Guest Student Admission" on the reverse side of the form before completing the application. **Incomplete Forms Will Not Be Processed**

Name: _____ Student ID Number: _____

Address: _____ SSN: _____

City, State, Zip: _____ Date of Birth: _____

(MM/DD/YYYY)

Email address: _____ Gender: M F

High School _____ City _____ State _____ Graduation Year _____

Primary phone: _____ Will be attending: Fall 20__ Spring 20__ Summer 20__

RESIDENCY (required)

Have you lived continuously in Utah for the past 12 months or more? ☐ Yes ☐ No

What state issued your Driver's License? _____ License number or UT ID card number _____

Is there anyone who can claim you on their income taxes? ☐ Yes ☐ No

If yes, what is their relationship to you: _____ What is their state of residence? _____

Are you a U.S. Citizen? ☐ Yes If 'Yes', state or country of birth _____

☐ No If 'No', fill in the appropriate circle below:

☐ Resident Alien 'A' number (card must be shown to Admissions Office) _____

☐ Refugee 'A' number (card or passport must be shown to Admissions Office) _____

If you have lived in Utah less than 24 months, indicate where you lived immediately prior to Utah _____

☐ Other _____

Course Requested at SLCC (must be completed each semester student plans on attending)

SLCC Course #	SLCC Course Title	Credit

Guest Students - Please be advised of the following:

- It is important that you are aware of the prerequisites for every SLCC course. Please review the college catalog at www.slcc.edu/catalog to review the prerequisites for each course.
- A qualified guest student must meet the following criteria: 1. Not seeking a degree from SLCC. 2. Financial aid is not available from SLCC for a guest student.
- SLCC does not guarantee the transferability of courses to your home institution. Please verify with an advisor at your institution to make sure you are taking courses that will transfer.
- By completing this application and signing below, you agree to the best of your knowledge that all information in this application is accurate and complete. When enrolled, you agree to abide by the policies and regulations of Salt Lake Community College.
- Application Fee and Tuition are the responsibility of the Guest Student. Additionally, all students must meet all deadlines listed on the SLCC Academic Calendar.

Student Signature: _____ Date: _____

Permission from home institution. To qualify for a prerequisite waiver, the guest student must be enrolled in or have completed the prerequisite at their home institution.

I certify the above named student meets the required prerequisites at their primary institution of enrollment and have the appropriate educational preparation to enroll in the requested course(s).

Home Institution signature of school official _____ Date _____

Printed name and title of school official _____

Home College/University: _____ City _____ State _____

Guest Student Admission

The "Guest Student" at Salt Lake Community College (SLCC) is defined as a student:

- Please check to see if the class requires a pre-requisite. If it does not need one do not submit a Guest Student Application. Apply online as a new student.
- Enrolled and completing degree or certificate requirements at another college or university (primary institution);
- Taking classes at SLCC with the intention of transferring earned SLCC credits to their primary institution;
- Who is non-degree seeking and as a result is ineligible to receive financial aid or veteran's education benefits at SLCC.
- This is not for International Students. You must fill out the International Student Application. Please go to this website. International Guest Student/OSA

**All above requirements must be met to obtain Guest Student status.
If not, please submit the SLCC general admissions application.**

Individuals who apply and receive Guest Students status are:

- Exempt from placement testing (AccuPlacer/ACT) for admissions
- Exempt from completing new student orientation
- Responsible for ensuring they are eligible and qualified to meet course prerequisite requirements
- Eligible for a prerequisite waiver if currently enrolled or have taken it previously or meet course prerequisites as defined by their primary institution

Individuals seeking admission as a Guest Student, must complete the Guest Student Application (see reverse side) for each semester of enrollment in order to obtain the required approvals for the requested classes. Individuals who apply for Guest Student status must also pay a non-refundable \$40 admissions application fee, which will be billed to the student's account if not paid at the time of submission. This fee is only required for the first application.

In order to receive the course prerequisite waiver, Guest Students must have all required signatures prior to submitting the Guest Student Application. Additionally, all students must **meet all deadlines listed** on the SLCC Academic Calendar.

Applicant may submit the signed application for processing to the Admissions Office at Taylorsville Redwood Campus or fax to 801.957.4958 or email to admissions@slcc.edu or mail to:

Salt Lake Community College
4600 South Redwood Road STC 258
Salt Lake City, UT, 84123

Once the admission process is complete, the Office of the Registrar and Academic Records will enter an override permit for the approved course(s) identified on the Guest Student Application. The guest student override permit waives the prerequisite. The typical admission and override process takes approximately 3 to 4 days. Depending on the semester time frame, it may take longer. Once the override is recorded on the student record, the student will be eligible to register. Students are responsible to register for the class(es) through the Student Portal (MYSLCC).