



1st copy - Host College
 2nd copy - Home College
 3rd copy - Student

NON-CUNY PERMIT

Permit for matriculated Students to attend another institution.

Office of the Registrar

Please submit three completed copies of this form to the Registrar's Office in Room S-310.

This form is to be used for all students attending BMCC and wishing to register at a non-CUNY institution.

LAST NAME	FIRST NAME	STREET		SOCIAL SECURITY NUMBER
TELEPHONE NUMBER		CITY	STATE	ZIP
NON-CUNY INSTITUTION AT WHICH COURSE(S) WILL BE TAKEN:				SEMESTER

Academic Approval: *You must be matriculated and have earned an overall BMCC Grade Point Average of 2.0. Transfer credits accepted at BMCC may not exceed 30 credits. You must obtain the approval of the appropriate chairperson to ensure the course equivalency for the non-CUNY course and the BMCC course.*

Non-CUNY Course Name and Number	BMCC Course Name and Number	Credits to be Awarded	Chairperson's Signature (see "Academic Approval" above)

Financial Aid: BMCC will not consider the costs associated with attendance at the non-CUNY college when determining your eligibility for financial assistance. Only those courses for which you enroll at BMCC or given a permit for another CUNY college will be included in your enrollment status for financial aid purposes.

Registrar's Approval: You must obtain the approval of the BMCC Registrar to ensure that the non-CUNY course(s) will be recorded on your transcript. *After completion of the course(s), have all official transcripts sent to: BMCC, 199 Chambers Street, Registrar's Office - Permit Dept., New York, NY 10007. A grade of "C" or better must be received for any course(s) to be transferred. The grade will be recorded as "TR" at BMCC and will not affect your BMCC GPA. You will not be charged any CUNY tuition or fees for courses taken at a non-CUNY institution.*

 BMCC Registrar's Signature

 Date

 Student's Signature

 Date