



## UNCW Onslow Extension Program

# Instructions for Transient Study with Coastal Carolina Community College

**Step 1:** See your academic advisor about the course(s) you want to take at CCCC. Your advisor will ensure the transferability of the course credits and hours into your degree program (using your degree audit).

*\*Note: UNCW will accept a maximum of 64 credit hours from a 2-year institution and 93 from a 4-year institution. See Transfer Credit Equivalent website: [http://appserv02.uncw.edu/dasapps/transfer\\_articulation/](http://appserv02.uncw.edu/dasapps/transfer_articulation/)*

**Step 2:** Visit Ron Hardison in the Student Center at CCCC **AND** bring a copy of your current degree audit from SeaNet; he will help you apply to CCCC (no fee) and register for classes.

**Step 3:** Pay for your CCCC course(s) – whether you have financial aid with UNCW or not.

- If you have been awarded Financial Aid with UNCW and you have not maxed out your transfer hours, the courses you take with CCCC will be factored into your financial aid and will be included in your reimbursement from UNCW

*\*Note: A student can only receive financial aid from one institution. If a student has received financial aid through two institutions, the student will have to repay the aid received from the secondary institution.*

**Step 4:** Submit a request for Permission for Transient Study. The request form is available in [SeaPort](#). The link for the Transient Study request is on the Student tab.

- The Registrar's office will determine the UNCW course equivalencies. The department will then determine if the course is appropriate for the student's degree program and either approve or deny the request
- The department's approval (or denial) will be sent to the Registrar's Office. The student will receive an email of the completed form

**Step 5:** Once you receive an email with your completed form, send a copy to Ron Hardison at CCCC via email [hardisonr@coastalcarolina.edu](mailto:hardisonr@coastalcarolina.edu) or take him a hard copy.

*\*Note: VA students also need to visit CCCC's VA certifying official with a copy of your completed transient study form which will be emailed to you.*

## In Preparation of Returning to UNCW

- Upon completion of coursework, make sure to have an official transcript sent from CCCC to the UNCW Registrar's Office, 601 South College Road, Wilmington, NC 28403-5618.
- After matching transcript data to the approved transient study, appropriate credit will be posted to the student's record. This credit will be available to the student on SeaNet.



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# Frequently Asked Questions

**Question:** I already have credit from a 2-year institution. Can I earn additional credit?

**Answer:** You may only earn a total of 64 semester hours from a 2-year institution. UNCW will accept up to 93 semester hours of credit from all institutions attended, but only 64 hours can be transferred from a 2-year institution. No transfer work will be awarded for a course in which a grade below a C (2.000) was earned. Only earned credits can be applied to Financial Aid eligibility. *Remember, transfer credit earned without prior approval may not be awarded.*

**Question:** Can I use transfer credit to improve my GPA, replace a grade, or to remove an academic deficiency at UNCW?

**Answer:** You may NOT use transfer credit to remove an academic deficiency or to replace a grade. Transfer credit will not be awarded for repeating a course, in which a grade of D- or higher was earned at UNCW. Transfer credit received for a UNCW course in which a grade of F was earned, prevents the student from repeating this course at UNCW to improve the UNCW GPA.

**Question:** When will my transfer credit be posted to my UNCW record?

**Answer:** You must request that a final transcript from the visiting institution be mailed to the Registrar's Office. Upon receipt of the final transcript, transfer credit will be awarded for any approved course.

**Question:** How will I know when the transfer credit will be posted to my record?

**Answer:** Transfer credit information is available on SeaNet. Please see [Transfer Credit Evaluation Access \(http://www.uncw.edu/reg/transferecredit-accessEval.htm\)](http://www.uncw.edu/reg/transferecredit-accessEval.htm) for details.