TRANSIENT STUDENTS

Transient Student (Incoming)

A student at another college or university can take classes at LCCC for credit at the home institution.

1. Complete the LCCC Application (https://www.lorainccc.edu/admissions-and-enrollment/apply-to-lccc/) if the student has never applied or completed an LCCC credit course

2. Complete and submit the Transient Student Registration Form (https://www.lorainccc.edu/admissions-and-enrollment/transient-student-registration-form/). You will need to:
   a. Determine which courses you plan to register for at LCCC. (Learn more about selecting courses. (https://www.lorainccc.edu/admissions-and-enrollment/register-for-classes/)) Consult with your home institution's academic advisor regarding course selection and equivalency. You may also use the Transferology (https://www.transferology.com/) system.
   b. Upload a copy of your unofficial transcript on the form.
   c. If you have earned AP, IB or CLEP credit, please also make sure to upload a copy of the official score report. (Do not upload any document containing your SSN.)
   d. Read the Acknowledgment Statement on the form, check the box, and click the Submit button to submit the form to Enrollment Services.

3. Pay tuition bill (https://www.lorainccc.edu/paying-for-college/pay-your-bill/).

4. Send LCCC transcript back to the student's college or university (https://www.lorainccc.edu/admissions-and-enrollment/transcript-center/). Complete the process to have transcript sent to your college or university so they can be evaluated and award you credit for the course. The process can be completed at any time after you register for your class.

New students must create a MyCampus account after completing the application for admission. Students can check schedule, tuition information and grade report through MyCampus.

For More Information

Further information is available at https://www.lorainccc.edu/admissions-and-enrollment/register-for-classes/visiting-student-enrollment-process/ or from the LCCC Registrar's team at (800) 995-LCCC, ext. 4067 or (440) 366-4067.

Important Documents

Transcript Request Form (http://www.lorainccc.edu/Transcripts/)

Sample Transient Letter (http://catalog.lorainccc.edu/admissions-enrollment/transient-students/SampleTransientLetter.pdf)

Transient Course Registration form (https://www.lorainccc.edu/admissions-and-enrollment/transient-student-registration-form/)

Transient Students (Outgoing)

LCCC students can take courses at another college or university for credit at LCCC.

1. Must be a current LCCC student.

2. Completed a minimum of 12 credit hours at LCCC.

3. Earned 2.0 or better cumulative grade point average.

4. In good financial standing at LCCC.

5. Complete the LCCC Transient Student Credit Request (https://www.lorainccc.edu/admissions-and-enrollment/wp-content/uploads/sites/4/2016/04/TransientStudentCreditRequestForm.pdf) form. Complete both pages of the application and return to Enrollment Services.

6. If the application is approved, the student will receive a Transient Student Registration form that can be used to register for classes at the other institution.

7. Students who are unsure about the course needed at another institution can either make an appointment with an LCCC advisor or check on the course transferability with the registrar's office.

8. Must provide an *official* transcript to LCCC upon completion of the course in order to receive transfer credit at LCCC.

For more information on the Transfer Center, visit the Transfer Center website (https://www.lorainccc.edu/admissions-and-enrollment/transfer-information/).