

Procedure for Transient Students

- Meet with your advisor & register for EGCS classes
 - You must register for classes available through EGCS before you can register for classes at GSU
 - Get a printed copy of your Spring '05 schedule
- Go online to Banner Web and get a copy of your transcript or advisement sheet. The information you need from this is:
 - Classes you have taken at EGC
 - Grades you received for these classes
 - Classes you are currently taking (fall '04)

If you have a problem doing this yourself, please see Mrs. Swinson or Mrs. Marlin for help.
- Bring your Spring '05 schedule and your transcript/advisement sheet to Ms. McMillan's office to get a transient referral/recommendation letter to GSU. If Ms. McMillan is not available, see Mrs. Marlin or Mrs. Swinson.
- **Make an appointment** at the GSU Registrar's Office (**912-681-5008**) to see either Mr. Wayne Smith or Mrs. Debra Alexander.
- Take the following to the Registrar's Office at GSU:
 - Your Spring '05 East Georgia College schedule
 - Your Transcript/Advisement sheet
 - Your letter of referral/recommendation
 - A list of classes you would like to take at GSU*

You can check GSU's spring schedule via their website. Go to www.georgiasouthern.edu and click on "Wings" in the upper right-hand corner. Once you are at the Registrar's page, click on the "Wings" icon in the upper right-hand corner. Click "Search Online Schedule." Then, for term, select "Spring 2005."

*As a transient student, you will only be allowed to take **12 total** hours. In other words, if you can take 6 hours of EGCS classes, you will be allowed to take a maximum of 6 hours of GSU classes. As a transient student, you are only allowed enough hours at GSU to enable you to be a full-time student.