

**INCOMING STUDENT INFORMATION**

Student #: \_\_\_\_\_ Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Program: \_\_\_\_\_ Term: \_\_\_\_\_

**INSTRUCTIONS:** Many classes at CapU have pre-requisites and registration into these classes requires knowledge of material learned in a previous class. To be eligible to enroll in classes with pre-requisites, special approval must be granted. CapU will review your course selections below along with your transcript to determine if you meet the pre-requisites for the courses you wish to take.

In the space below, please list **8** courses that you are interested in taking at CapU. For course descriptions, please go to '[Programs & Courses](#)' on the CapU website. Please note that not all courses listed on the website are offered every semester. You will be able to preview the timetables on myCap calendar 2 weeks before the registration period.

This form must be submitted with the application. You will be notified by email as to which courses have been approved. When the timetable for the new semester is released, you will be expected to **register yourself** in your classes through the online MyCap system. Register early to ensure seat availability in classes. Learn [How to Register](#).

**COURSE SELECTION**

Exchange students must take a minimum of 3 classes and can take a maximum of 4 classes. It is the student's responsibility to ensure that they meet credit and course requirements at their home institution.

Maximum number of courses I wish to be enrolled in: \_\_\_\_\_

| Completed by Student |         |               |             |                       | Completed by CapU |           |       |
|----------------------|---------|---------------|-------------|-----------------------|-------------------|-----------|-------|
|                      | Subject | Course Number | Course Name | Pre-Requisites? (Y/N) | Met PR?           | Approved? | Notes |
| e.g.                 | BADM    | 101           | Management  | No                    |                   |           |       |
| 1                    |         |               |             |                       |                   |           |       |
| 2                    |         |               |             |                       |                   |           |       |
| 3                    |         |               |             |                       |                   |           |       |
| 4                    |         |               |             |                       |                   |           |       |
| 5                    |         |               |             |                       |                   |           |       |
| 6                    |         |               |             |                       |                   |           |       |
| 7                    |         |               |             |                       |                   |           |       |
| 8                    |         |               |             |                       |                   |           |       |