



# Prince Mohammad Bin Fahd University

## Office of the Registrar

Office of the Registrar Use Only
Autodate/time: _____
SN# _____

### Taking Courses Outside PMU Petition Form

Student Name		Academic Year	
Student ID		Semester	
Major		College	
Name of Host Institution		Host Country	
Institution Web Address		Effective Semester	
Is the Host Institution recognized by the Ministry of Higher Education (MOHE)?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the Institution an Online Education Institution?		<input type="checkbox"/> Yes	<input type="checkbox"/> No

### Courses Student want to take at the Host Institution

SN	Course Code and Name	Credit Hours

### Courses thought to be Equivalent at PMU

SN	Course Code and Name	Credit Hours	For CTC Use Equivalent	
			Yes	No
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

### For Registrar Use Only

Number of Credit Hours Transferred	Date
Number of Credit Hours still allowed to be transferred	

### For Credit Transfer Committee (CTC) Use Only

Recommendation		
Name	Signature	Date

### For Department Chair Use Only

Comments		
Name	Signature	Date

### For College Dean Use Only

<input type="checkbox"/> Approved <input type="checkbox"/> Denied		
Reasons		
Name	Signature	Date

### For Registrar Office Use Only

Reviewed by		
Name	Signature	Date