

Michigan Uniform Undergraduate Guest Application Purpose

The Michigan Association of Collegiate Registrars and Admissions Officers (MACRAO) guest application requires a guest student to be all of the following:

1. Regularly enrolled student for degree completion at his/her Home Institution.
2. In good academic standing (2.0 GPA) or eligible to return to his/her Home Institution.
3. Transferring guest credit to his/her Home Institution.

Michigan Uniform Undergraduate Guest Application Good Practices

1. Guest Application must be renewed by the student each semester or as necessary.
2. Guest students should be advised to attend a specific college for a specific course.
3. The course or courses to be taken should be denoted on the Guest Application form under the section titled: Courses Planned to Take.
4. The Guest Application should be signed and sealed by the appropriate college or university official.
5. The signing representative should indicate his/her name, title, and phone number on the Guest Application form.
6. The designated representative of the Home Institution should mail the Guest Application to the guest college or university.
7. The use of the guest student as a courier should be professionally discouraged by the Home Institution.
8. The guest student should have fulfilled a minimum of 12 credit hours at his/her Home Institution.
9. The signing representative has a responsibility to ensure the appropriate prerequisites have been met.

Michigan Uniform Undergraduate Guest Application

(Please follow the instruction on the previous page)

To process your Guest Application at Alpena Community College, a nonrefundable admission fee of \$15.00 must accompany this application form for first time Alpena Community College Students.

PART I (To be completed by applicant)

1. Name: _____ 2. Social Security No: _____
Last First Middle

3. Sex* M/F 4. Birth Date*: _____ 5. Citizenship (Country) : _____ (Visa Type) _____

Racial/Ethnic Background* - Please check only ONE category which best applies to you:

6a. Hispanic White (non-Hispanic) Black (non-Hispanic) Am. Indian, Eskimo or Aleut (AIEA) Asian or Pacific Islander (API)

6b. Are you MULTIRACIAL? Yes No

If you answer Yes, please mark all of the races below that apply to you based on the list from Item 6a:

Hispanic White (non-Hispanic) Black (non-Hispanic) Am. Indian, Eskimo or Aleut (AIEA) Asian or Pacific Islander (API)

NOTE: For purposes of this question, you are Multiracial if you have parents from more than one of the broad race categories listed in item 6a OR if at least one of your parents is Multiracial.

7. Current Address: _____ Phone: (____) _____ - _____
No., Street, City, State, Zip

8. Home Address: : _____ Phone: (____) _____ - _____
No., Street, City, State, Zip

9. High School: : _____ Graduation Date: _____
Name, Street, City, State, Zip

10. State of Legal Residence: _____ County of Legal Residence: _____
The above has been my legal residence since: _____.

11. Guest Application To: _____
College or University and City

12. Guest Term Dates: _____ to _____
Month/Year Month/Year

13. Have you previously applied for admission to this institution? Yes No

14. Have you previously attended classes at this institution? Yes No
If yes, indicate attendance dates: _____ to _____
Month/Year Month/Year

I certify that the above statements are true. I agree to abide by the regulations of the institution named above while I am enrolled. I authorize the release of any records from my home institution, which the guest institution may require.

Students Signature: _____ Date: _____

*Optional and for Identification Purposes Only

PART II (To be completed by official at the institution in which the student is currently enrolled).

1. Institution Currently or Last Enrolled: _____
College or University (Home Institution)

2. Enrollment Status: Currently Enrolled? Yes No Last Date of Attendance: _____

3. Standing: "C" Average or Better? Yes No Eligible to Return? Yes No

I certify that the statements in Part II are true.

Signature Title Date Phone No