



### BACHE Exchange Request Form

Student's Name \_\_\_\_\_ D.O.B \_\_\_\_\_ Student Number \_\_\_\_\_

Mailing address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ State \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

E-mail \_\_\_\_\_ School/Major \_\_\_\_\_

By signing this form, I agree to comply with the policies for BACHE exchange participation. I understand that I am a visiting student subject to the academic policies of the host institution. I authorize the release of my transcript at the end of the term so that the final grade may be posted to my UAB transcript and retained in my records.

Student's Signature \_\_\_\_\_

Any full-time, degree-seeking UAB student who is in good academic standing may take a course at another cooperative exchange institution with the proper approvals (see below) if it is deemed beneficial to the student's overall education program. Students may register through the cooperative exchange program only for undergraduate courses not offered at UAB in the BACHE program. Only one course per term may be taken at a cooperative institution.

Academic Year \_\_\_\_\_  Fall Semester  Spring Semester  
 Birmingham-Southern College  University of Montevallo  
 Miles College  Samford University

Course Reference Number	Course & Section Number	Course Title	Semester Hours	Instructor

I verify the course is beneficial to/required in this student's educational program.

\_\_\_\_\_ Date \_\_\_\_\_ Academic Advisor (for the student's major)

I verify the above course is not taught/available at UAB.

\_\_\_\_\_ Date \_\_\_\_\_ Department Chair (for the department in which the course would be offered)

Any exception to UAB's policy for cooperative exchange must be approved by the designated representative in the Office of the Registrar, contact the Coordinator of Academic Policy, 1300 University Boulevard, Campbell Hall 117A

\_\_\_\_\_ Approved on (date) \_\_\_\_\_ Signature of Approval