



# Visiting Student Enrollment Form

The Peninsula's Community College

Welcome to Summer Session Thomas Nelson! If you currently attend a 4-year college or university and intend to take a course at Thomas Nelson Community College to transfer back to your home institution, you are considered a **visiting or transient** student.

### Visiting Student Enrollment Instructions:

1. Complete an application for admissions online at **www.tncc.edu**.
2. Check the schedule of classes for courses and prerequisites.
3. Scan and e-mail or fax the following documents to **VisitingStudents@tncc.edu** or (757) 825-2763 (Hampton Campus) or (757) 253-4498 (Historic Triangle Campus):
  1. An unofficial transcript showing academic standing and any course prerequisites.
  2. This Visiting Student Enrollment Form completed and signed.
4. Your registration will be completed within two business days. When your registration is complete, new VCCS students will be notified via your email address on file. Previously enrolled/continuing students will be notified via your **TNCC e-mail address**.
5. Once you receive confirmation, you may pay your tuition, purchase textbooks, obtain your student ID and parking decal. Have a great semester!

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ EMPLID \_\_\_\_\_

Current Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Home Institution \_\_\_\_\_

<i>Class Number</i>	<i>Subject/Catalog #</i>	<i>Section</i>	<i>Credit Hours</i>

By signing this form, I am granting TNCC permission to register me for the courses listed above. I understand that I am responsible for payment by the tuition deadline.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Processed by \_\_\_\_\_ Date \_\_\_\_\_

Notes: