



Women's Institute of Torah Seminary/MAALOT Baltimore
**AUTHORIZATION TO TAKE COURSES
 AT OTHER UNDERGRADUATE INSTITUTIONS**

Instructions to Student:

- Meet with your Academic Advisor to determine appropriate courses to take. **Attach course descriptions to this form.**
- Make sure that courses listed do not duplicate any courses already taken for degree credit. **NO COURSE REPEATS.**
- Submit the form to the Academic Dean for review and approval.
- If course is approved, and after grades are posted, request that an **official transcript** be sent to
Registrar, Women's Institute of Torah Seminary/MAALOT Baltimore, 6602 Park Heights Avenue, Baltimore, MD 21215

Student Last Name			Student First Name				
Student Email Address			Field of Study				
Transfer College You Plan to Attend			Transfer College Web Address				
Term/Year You Plan to Take Course(s)			Anticipated WITS/MB Graduation Date		Will you be concurrently enrolled at WITS/MB?		
					<input type="checkbox"/> YES <input type="checkbox"/> NO		
Courses to be taken elsewhere:			WITS/MB Equivalent:			Requirement this course fulfills:	AD* approval
Dept. & Course #	Course Title	# of Sem. Hrs.	Dept. & Course #	Course Title	# of Sem. Hrs.		
							<input type="checkbox"/> YES <input type="checkbox"/> NO
							<input type="checkbox"/> YES <input type="checkbox"/> NO
							<input type="checkbox"/> YES <input type="checkbox"/> NO

Describe why you are requesting authorization to take courses at other undergraduate institutions.

Student Signature: _____ **Date:** _____

By signing this form I signify that I have read and understand all of the policies and procedures regarding Authorization to Take Courses at Other Undergraduate Institutions.

Advisor Signature: _____ **Date:** _____

Advisor signature affirms that the student has discussed her plan with the Academic Advisor, but does not guarantee final transfer of credit approval.

Academic Dean* Signature: _____ **Date:** _____

Academic Dean signature affirms authorization to take courses at other undergraduate institutions.