



BACHE Course Exchange Enrollment Request Form

(Birmingham Area Consortium of Higher Education)

FULL NAME _____ UMID _____

Local Address _____ Local phone: _____

(City) (State) (Zip)

UM Email _____ DOB: _____

Host institution you wish to attend:

- Birmingham Southern College Samford University
 Miles College University of Alabama at Birmingham

Term for enrollment of BACHE course: Fall Spring Summer Year: _____

Requested Course for enrollment at Host institution:

Subject	Course	Section	Course Title	Hours/ Credits	UM Equivalent Course

Statement of Understanding and signature:

I request permission to take the course listed above through the BACHE Program. I understand that this request must be approved based on the following conditions:

- I am a full-time, regularly admitted, degree seeking undergraduate at my home institution;
- I may enroll in only one course per academic semester through this agreement at a host institution;
- My enrollment is dependent on a space-available basis for the course at the host institution;
- I must meet any prerequisites required by the host institution for the desired course;
- I will have access to only those facilities at the host institution needed to complete the requirement the course in which I am enrolled.
- I will observe all regulations in effect at the Host institution during the term in which I am enrolled including, but not limited to, honor codes, attendance policies, calendar deadlines, and procedures for withdrawing from classes.

Student Signature: _____ DATE: _____

Collect required approvals and signatures:

Academic Advisor: _____ DATE: _____

Department Chair: _____ DATE: _____

(Chair of the department offering the course subject)

College Dean: _____ DATE: _____

(Dean of the student's major college)

Return completed form to the UM Registrar's Office

Palmer Hall, Second Floor, Station 6040, Montevallo, AL 35115, registrar@montevallo.edu, 205-665-6040

Registrar's Office Staff: _____ DATE: _____