



SCHOOL OF GRADUATE STUDIES
ONTARIO VISITING GRADUATE STUDENT (OVGS)
APPLICATION FORM

The Ontario Visiting Graduate Student (OVGS) allows a graduate student in good standing to take graduate courses at another Ontario university (Host University) without completing further admission processes. No tuition fees will be assessed by the host institution (incidental fees may apply).

The course(s) selected must be at the graduate level and required for the student's degree program. Courses may not be 'extra' (over and above degree requirements) or 'audit' courses for the student. If the student enrolls in a course at another university that is not required for his/her degree requirements, the student will be billed the fee of the course through their Home University. The student is subject to any regulations of his/her Home University with respect to the maximum number of courses which may be taken at another Ontario university.

Upon successful completion of the course(s), it is the student's responsibility to arrange that a transcript be sent directly to the School of Graduate Studies.

Section 1: Student Information (to be completed by the student):

Last Name:	First Name:	Student ID:
Degree:	Home University:	Department:
Email:	Mailing Address:	
Telephone:	Date of Birth (MM/DD/YYYY):	Citizenship or legal status in Canada:

I hereby request permission to take the following graduate course(s) required for my degree program at the host university. I have attached the relevant graduate course outline(s) or the calendar entry from the host university.

Host University: _____ Host Department: _____.

For the Period Beginning (YY-MM): _____ For the Period Ending (YY-MM): _____.

Course Number	Title	Fees (Host University)	Credit Value (Host University)		Session(s)		
			Half	Full	Fall	Winter	Summer

Student's Signature*:	Date:
-----------------------	-------

Note: If a student wishes to withdraw, it is his/her responsibility to immediately notify the graduate school of the Host University and the School of Graduate Studies at Nipissing University by completing and submitting the OVGS Withdrawal form.

Section 2: Approval of Home University:

In approving this OVGS request, the Home University certifies that the student:

- is pursuing a graduate degree as indicated on this form,
- is in good standing at your university,
- requires the specified course(s) to satisfy his/her degree requirements,
- if this course is over and above the degree requirements, the cost of the course falls upon the student,
- will receive course credit for the course (providing suitable standing is obtained).

Approval Signatures (in sequence):

Name (Print):	Signature:	Date:
NU Supervisor/Faculty Advisor:		
NU Co-Supervisor (if applicable):		
NU Graduate Program Coordinator/Chair:		
NU Faculty Dean:		
NU Dean of Graduate Studies and Research:		

Section 3: Approval of the Host University:

On signing approval, the Host Graduate University agrees:

- the course(s) specified will be offered during the term(s) indicated,
- the student will be assured a place in the course,
- the student will be identified as a “Visiting Graduate Student,”
- a copy of the signed form will be sent to the Home University,
- confirmation will be sent to the Home University and Visiting Student.

Approval Signatures (in sequence):

Name (Print):	Signature:	Date:
Host University Chair/Coordinator:		
Host University Graduate Dean:		

For more information about this form and the OVGS program policy and procedure, please review the [OVGS program web page](#).

Please submit the completed form and any supporting documentation to the School of Graduate Studies at sgs@nipissingu.ca