Sharing Graduate Classes Across University of Missouri System Campuses  
August 16, 2012

Graduate students in good standing on one University of Missouri campus may take a course that is offered on another UM campus when such a course is not available on their home campus. To do so, they follow this procedure:

1. Students complete the Visiting Scholar application available on their graduate college/school/office website and seek advisors' approval to apply the course to their graduate degree program plan.
2. Students make financial arrangements on their home campus.
   a. Students receiving financial aid must consult their home Financial Aid office about a consortium agreement with the teaching campus.
   b. Normally graduate tuition scholarships are not applicable when taking courses on another campus.
3. Students submit the completed Visiting Scholar application to the graduate school/college/office on their home campus. No application fee applies.
4. Staff of the sending graduate school/college/office confirm the applicants' good standing and residency status students on the sending campus.
5. The sending graduate college/school staff submit Visiting Scholar applications to the appropriate office on the teaching campus, which will assure that students are admitted as visiting graduate students with the same residency status that they have on the sending campus.
6. Students register for classes and pay tuition and fees following teaching-campus procedures.
7. After completing the course, students request that an official transcript be sent from the teaching campus to the sending campus and pay any transcript fee.
8. Each summer, the graduate deans of the four campuses will review these procedures and may either reconfirm, amend, or delete them.

Faculty and students should contact the following office on their home campus for more information:

Missouri University for Science and Technology—Office of Graduate Studies  
University of Missouri—Graduate College  
University of Missouri-Kansas City—Graduate School  
University of Missouri-St. Louis—Graduate School