Indiana University East/Earlham College
Course Exchange Application

Via an articulation agreement between the two institutions, students at either IU East or Earlham College are eligible to register at their home institution but take the equivalent content coursework at the other institution under the following conditions:
1. The student is pursuing a degree at IU East or Earlham College and is currently enrolled.
2. The course is required for graduation or certification in the student’s major.
3. The course is not offered at the home campus during that semester.

Name: ___________________________ Date of application _____________

Address: ____________________________________________________________

Student I.D. # ____________________________ Telephone # __________________

Home Campus: ____________________________ IU East __________ Earlham College
Semester/Year of enrollment: ____________________________
Course number and title at home campus: ____________________________
Equivalent course number and title at the other campus: ____________________________

Student Signature ____________________________
Advisor’s Signature ____________________________

Required Signatures for Earlham Students taking IU East courses

Associate Dean of the College and Registrar Earlham College
Date ____________________________

IU East Vice Chancellor for Academic Affairs
Date ____________________________

Required Signatures for IU East Students taking Earlham courses

IU East Vice Chancellor for Academic Affairs
Date ____________________________

Associate Dean of the College and Registrar Earlham College
Date ____________________________

Please Note: Students are responsible for contacting the Registrar’s Offices at each campus for course schedule information. Students are also responsible for adjusting their schedule to accommodate the selected IU East or Earlham course. The appropriate faculty on the home campus will determine equivalency for courses.

Please see reverse side for additional instructions
Indiana University East/Earlham College
Course Exchange – Routing Instructions

For Earlham students:
- Obtain appropriate signatures on form before proceeding
- Take form to the Registrar’s Office for processing
- After approval, you may begin attending class

For IU East students:
- Obtain appropriate signatures on form before proceeding
- Take form to IU East Registrar’s Office
- After approval, you may begin attending class

Administrative Routing:
- The Registrar’s Office will forward a copy of enrollment forms to each office with the faculty name and address for submissions of grades.

Revised 9/16/03