GUEST STUDENTS: Students currently attending another college or university who wish to take a maximum of 7 credits at Bucks and transfer them to their primary institution are considered Guest Students. Such students should be advised by their own college or university regarding which courses at Bucks will be transferable and/or equivalent.

1) Please be aware that as a guest student you will not be eligible for financial aid at Bucks County Community College; however, you may be eligible for aid through your primary institution. Please consult your school’s Financial Aid Office for information and instructions.

2) Unless specified as a course prerequisite, summer session courses do not require placement testing. If you are registering for the Fall, Winter Intersession, or Spring semesters, placement tests in Reading, Writing, and Math are required, as they are of all Bucks students. In order to have these waived, please send a copy of your transcript, official or unofficial. Our mailing address and email are listed at the bottom of the page.

3) If you are seeking a prerequisite course waiver, please submit your request online at: https://apps.bucks.edu/admissions/index.php#current and mail, deliver, or email your official or unofficial transcript. To check for course prerequisite requirements, refer to the catalog course descriptions, http://www.bucks.edu/catalog/descriptions.php. If you are requesting a prerequisite course waiver but are currently enrolled in that course prerequisite, we will accept a copy of your roster or transcript which shows your current registration. Please note that a grade of C or better is required in any prerequisite course work.

4) Those transcripts received by mail for placement testing and/or course prerequisite waivers will be addressed within 2 business days of receipt. A postcard will be sent to the student advising that waivers were applied as appropriate. Testing Waivers can then be viewed on your record via WebAdvisor/Test Summary. Prerequisite course waivers are not visible via WebAdvisor but will allow registration for the desired course.

5) For specific information regarding REGISTRATION, please see: http://www.bucks.edu/admissions/register/index.php.

6) Students who register during walk-in registration periods are asked to bring their transcripts directly to registration. Waivers will be applied at the point of registration. If brought to the Admissions Front Counter in the Linksz Pavilion prior to Walk-In Registration, waivers will be applied, as appropriate, before the end of business, if received by 3 pm; those received after 3 pm will be reviewed the next business day.

7) After completion of your coursework, the student is responsible for requesting an official Bucks transcript for sending to their primary institution. Log in to Parchment and see Request Official Transcript under Academic Profile.

We hope you enjoy your Bucks experience!

Our mailing address is: Bucks County Community College
                        Office of Admissions
                        275 Swamp Road
                        Newtown, PA 18940

Our email address is: waivers@bucks.edu