

The Ontario Visiting Graduate Student (OVGS) plan allows a registered Ryerson graduate student to take graduate courses at another Ontario University (the Host University) without completing further admission formalities. The registered student pays fees to Ryerson University (the Home University) and is classified as a visiting student to the Host University, where they pay no fees. To learn more about the Ontario Visiting Graduate Student Plan, visit the Council of Ontario Universities [website](#).

INSTRUCTIONS: Complete Sections 1, 2, 3, sign and return this form to your Graduate Program Office.

Section 1: Student information			
Last Name, First Name:		Student ID:	
Suite/Apt. No:	No. and street address:		
City/town:	Province:	Date of birth:	
Ryerson.ca email address:		Phone no.:	
Section 2: Current program information			
Program (e.g., Civil Engineering):		Degree (e.g., MSc):	
Section 3: OVGS request and information			
I hereby request permission to take the following course(s) required for my degree at:			
HOST university:		HOST dept./program:	
From (month):	To (month):	Year:	
Course code	Course title	Credit weight (1 or 2 term)	Term/s (F,W,S)

STUDENT SIGNATURE:

DATE:

Section 4: Recommendations and approvals (in sequence)			
Internal recommendations:			
RYERSON Date fwd to HOST	Ryerson Program Director:	Signature:	Date:
	Vice-Provost and Dean:	Signature:	Date:
HOST DATE RECEIVED	Host Program Director/Chair:	Signature:	Date:
	Host Graduate Dean:	Signature:	Date: _

Instructions for HOST university

Form Return: on approval by the Graduate Dean (Host University) a copy of this form request is returned to the **Yeates School of Graduate Studies**.

Grades reporting: the official grade is forwarded by the Host University directly to the **Yeates School of Graduate Studies** to be recorded to the student's academic record.

Invoicing: on enrolment of the student and after the term enrolment/grades submission deadline at the Host university, the Host University is requested to invoice the **Yeates School of Graduate Studies**

For further assistance, contact the OVGS Program Administrator at (416) 979-5000, ext. 3480

Distribution: OVGS Administrator: Program office: Service Hub: