

Transient Student Application Guide

Instructions for FSW Students seeking to take courses at Another Florida College or University

Overview

This guide outlines the steps required to submit a transient student application through **FloridaShines**. This process allows you to enroll in a course at another Florida public institution while remaining a degree-seeking student at Florida SouthWestern State College (FSW).

Step 1: Access FloridaShines

1. Visit www.floridashines.org
2. Navigate to the section titled “Succeed in College”
3. Select “Take a Course at Another School”

Step 2: Begin the Application

1. Review the instructions provided on the website
2. Click **“Apply or Check Application Status Now”**
3. A pop-up window will appear titled:
“Transient Student Admission Application”

Step 3: Log In

1. Select Florida SouthWestern State College (FSW) from the dropdown menu
2. Enter your FSW student email address
3. Enter your FSW Single Sign-On (SSO) password
4. Click Submit

Step 4: Complete the Application

1. Enter all required personal information accurately
2. Provide details for the **host institution** where you plan to take the course
3. Carefully review all entries before submitting the application

Important: If the course number differs between FSW and the host institution, you must enter the **host institution's course number**.

Example:

- **FSW Course: SPC 2608** – Introduction to Public Speaking
- **Host School Equivalent (Example from FGCU):** SPC 1608 – Effective Speaking

Step 5: Submit and Monitor Your Application

1. Submit your completed application
2. Check your student email regularly for updates or additional instructions
3. Once approved, you will receive confirmation from the host institution with next steps

Additional Reminders

- Ensure the course you select is approved and applicable to your degree program
- Allow sufficient processing time before registration deadlines
- Contact your academic advisor if you have questions about course equivalency or eligibility

For assistance, contact the [FSW Office of Academic Advising](#) or visit the [FloridaShines](#) website for additional resources.