

Transfer Credit Guidelines:

A maximum of 1/5 of program credits (usually 6 credits for graduates, 12 credits for doctoral) may be transferred.

Course work must be distinctively graduate level by transfer institution.

Courses must have been taken within the last five years.

Must have earned a minimum grade of B (P grades must be defined as B or better).

Courses previously applied to a degree may not be transferable to current program.

All credits are converted to semester credits.

Transfer credit is not granted until signatures have been obtained.

STUDENT INFORMATION

Name: _____ ID#: _____
Last First MI

Address: _____

City/State/Zip: _____ Program/Degree: _____

TRANSFERRED COURSE INFORMATION

College/University where credits were/will be completed:	Date Taken:
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Courses to be Transferred:

1) Dept/Course#: _____ Credits: _____ Title: _____

Substitute for which program course/elective: _____

2) Dept/Course#: _____ Credits: _____ Title: _____

Substitute for which program course/elective: _____

3) Dept/Course#: _____ Credits: _____ Title: _____

Substitute for which program course/elective: _____

Additional Comments and Recommendations: _____

REQUIRED SIGNATURES

Student: _____ Date: _____

Program Director/Advisor: _____ Date: _____

Dean of Student's Program: _____ Date: _____

Registrar: _____ Date: _____

WHITE—Registrar's Office

YELLOW—Advisor

PINK—Student