

**FONTBONNE COLLEGE
REQUEST TO ACCEPT GRADUATE TRANSFER CREDIT**

A maximum of 6 credit hours of graduate work may be considered for transfer into the Graduate Programs. The Program Coordinator determines which courses, if any, are acceptable for transfer toward the degree. Such transfer credit must:

- 1) either be equivalent to a specific master's course, or when appropriate, be an acceptable elective;
- 2) have been earned at a regionally accredited institution of higher education;
- 3) be letter grade of B or A.

(Individual programs may have additional restrictions for transfer. Consult the Program Coordinator).

Student Name (please print) _____
 Social Security # _____ ID # _____
 Anticipated enrollment date _____

I request that the following graduate course(s) be considered as transfer credit(s) for my graduate program under the terms described above:

<u>Name of Institution</u>	<u>Name/Number of Course</u>	<u>Term/Dates Taken</u>	<u># of Graduate Credit Hours</u>	<u>Final Grade</u>	<u>Substituted For</u>

An official transcript(s) must be provided to the Program Coordinator for this evaluation. You will be notified if full course descriptions (college catalog description and/or full syllabi from the year of the course) are needed to determine course equivalency.

Student Signature _____
Date

You are exempt from the graduate course(s) indicated. Please note that the substitution may result in a change in your financial aid.

Program Coordinator's Signature _____
Date

(Official transcript(s) must accompany this form).

cc: Accounting, Financial Aid, Registrar, Student File

Registrar Use Only	
_____ Initials	_____ Date