

REQUEST FOR THE TRANSFER OF UNDERGRADUATE CREDIT TAKEN AFTER ADMISSION

To receive credit for a course taken at another accredited institution, you must obtain approval prior to registering for the course. Failure to do so could result in denial of the course credit. A description of the course to be taken from the transfer college/university catalog must be attached to this form. **PLEASE PRINT.**

Section 1 – Must be Completed by Student

NAME: _____ **MAJOR:** _____ **BANNER ID**

Number and Title of Course to be Taken: _____
Course Number Course Title

Name of Transfer Institution: _____ **Number of Credits of Transfer Course:** _____

Semester to be taken (Check One): Summer Fall Spring Intersession _____ Year

Transfer Institution Credit System (Check One): Semester Hours Quarter Hours+
+Quarter hours are not equivalent to BSU semester hours and will convert to a lesser number of credits.

I have reviewed my degree audit and take full responsibility for transferring course(s) after admission. I understand that of the 90 credits that may be accepted in transfer by Bridgewater State University and applied to the baccalaureate degree, only 69 credits will be accepted from two-year institutions. Grades for courses taken at an institution other than Bridgewater State University are not used in computing the student's GPA. **A minimum grade of C-** is required for transfer of credits. It is my responsibility to have an official transcript of this course sent to the Registrar's Office at BSU upon course completion.

Signature of Student: _____ **Date** _____

Section 2 (Choose one: A, B or C) – Must be Completed by Student

____ **2A) Transfer course with a BSU equivalent:**
This transfer course is being requested as an equivalent, in course content, to the following BSU Course:

BSU Course Number BSU Course Title

____ **2B) Transfer course with no BSU equivalent for which CORE or GER credit is being requested:**
Requested for (check one): **CORE** (2006 Catalog or Later) **GER** (Pre-2006 Catalog)
Proposed CORE or GER Area: _____
Dean Approval: Approved Denied Comments: _____
Signature of Associate Dean of Arts & Sciences _____ Date _____

____ **2C) Transfer course with no BSU equivalent for which free elective credit is being requested.**
(Credit would be applied as elective credit only toward the 120 total credits needed for graduation.)

Section 3 – Signatures Must be Obtained by Student:

Approved Denied _____
(Signature of BSU Chairperson of the Course) Date _____

Approved Denied _____
(Signature of the Student's Major Department Chairperson) Date _____