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GRADUATE STUDENT REQUEST FOR TRANSFER CREDIT

The regulations governing the transfer of credit are set forth in *The Graduate School Bulletin* in the section on **Academic Regulations**. Approval to transfer credit to a degree program is conditional upon compliance with ALL limitations stated therein. The student should ensure that courses will transfer, including making sure that courses fall within the overall limitations on time to complete the degree and on the number of hours that can be transferred. Upon completion of the course(s), the student must request that a final, official transcript be sent to The Graduate School.

If the student will not be registered at UNCG during the semester in which they are taking courses at another institution, the student may need to apply for and receive a leave of absence. Please consult the **Policy on Continuous Enrollment** in the *Bulletin*.

Name of University Visited: _____

Student Name: _____ Student ID Number: _____

Address: _____ City: _____ State: _____ Zip: _____

Course(s) presented for transfer:

Course Number and Title:	Semester / Year:	Semester Hours:	Substitutes for which course at UNCG:
Example: NURS 6994 Research Methods for Advanced Nursing	Spring 2007	3	NUR 602
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total hours:

I have read the Policy on Continuous Enrollment and the regulations governing transfer credit in *The Graduate School Bulletin* and understand that I bear sole responsibility for meeting all of the conditions stated therein.

Student Signature: _____ Date _____

*I recommend the above course(s) for transfer credit to the student's graduate degree program at UNCG.

Department Head or
 Director of Graduate Study: _____ Date _____

Associate Dean,
 The Graduate School: _____ Date _____

If this block is checked, the time limit in which to complete the requirements for your degree has changed due to this transfer of credit. Your time limit will now expire with the _____ semester.

***Final approval granted by The Graduate School upon receipt of final, official transcript.**

C: Department
 Student