Columbian College of Arts and Sciences
Office of the Dean/Undergraduate Student Services

PETITION TO TRANSFER CREDITS FROM ANOTHER INSTITUTION

Student's Name

Last

First

Middle

Soc. Sec. No.

College or University you plan to attend

Semester/Year

<table>
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<tr>
<th>Dept</th>
<th>Course No.</th>
<th>Sem. hrs (quarter hrs)</th>
<th>Course Title*</th>
<th>Recommendation of GW Department Chair or Program Director</th>
<th>GW Equivalent (if known)</th>
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* Student may be required to present a detailed course description for each course to be taken elsewhere, in order to secure departmental recommendation.

Advisor's Signature

Date

Dean's Approval

Date

PLEASE READ CAREFULLY REGULATIONS GOVERNING TRANSFER OF CREDIT

1. Assignment of transfer credit is subject to standard evaluation by the GW office of Admissions. That Office will also check to be certain that the course content is not substantially equivalent to that of courses which already appear on the student's record. If it is determined that the grade you have earned is below the minimum required for transferring credit (C- or its equivalent) or that the course is repetitious, credit will not be assigned.

2. Transcript of work must be sent directly to the GW Office of Admissions for evaluation and assignment of credit.

3. Grade(s) earned at another institution will not be averaged into your QPI at GW.

4. There are limits on transferring credits as part of your final 60 hours towards a degree at GW. Forty-five of final 60 normally must be in residence, and 9 of final 15. To apply for a modification of these rules requires a petition to the Associate Dean.

Will this work be part of your final 60?

☐ Yes

☐ No

SEND TO:
NAME

ADDRESS

A copy of this petition will be mailed to you at the address shown in the box.

Distribution:
White-Folder
Yellow-Admissions
Pink-Student

G50650 5/200