

Student \_\_\_\_\_ Class Standing: FY SO JR SR Student ID# \_\_\_\_\_

Name of University \_\_\_\_\_ Location \_\_\_\_\_ Term Dates \_\_\_\_\_ to \_\_\_\_\_

Will courses be taken on-line? \_\_\_\_\_ Type of Online Course (see #10 on the reverse): Fixed Dates Correspondence

COURSE (Completed by the student)			DEPARTMENTAL/PROGRAM CREDIT (If seeking credit toward major, minor, or program requirement)			ELECTIVE CREDIT (Completed by registrar staff)	
Course Number	Title	Credit	Department	DePauw Equivalent	Chair or Director Signature	Course Number	DePauw Equivalent or UNIV

**Approvals**

Advisor I do / I do not approve this application. \_\_\_\_\_  
Signature Date Printed Name

Registrar I do / I do not approve this application. \_\_\_\_\_  
Signature Date Printed Name

Comments \_\_\_\_\_

DePauw generally accepts course credits earned at accredited i

Paper transcripts:  
 Office of the Registrar  
 DePauw University  
 313 S. Locust St.  
 Greencastle, IN 46135

Electronic transcripts:  
 transcripts@depauw.edu

## **PROCEDURES FOR APPROVAL OF TRANSFER CREDIT**

1. Complete this form prior to registering for courses at another university. If you plan to go to summer school, try to have this application completed and returned to the DePauw Office of the Registrar by May 1. Consider having extra courses approved as back-up choices in case the courses you want are full or cancelled.
2. Print the course description from the other university's website, list amount of credit and dates of the summer session before taking the form to your advisor. You must have your advisor's signature indicating approval of the courses. Be sure they do not duplicate courses you have already taken.
3. Go to the appropriate department chairs or program directors to get approval for courses you plan to count toward major, minor, and program requirements. Without this

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