

Name \_\_\_\_\_ ID# \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Major \_\_\_\_\_ Advisor \_\_\_\_\_ *You will receive notification to your Northwestern student email*

I request approval to take the following course(s) at another institution and have them transferred to my records at University of Northwestern. I understand that in order for these credits to be transferable to University of Northwestern, I must receive a grade of C- or higher (unless a higher minimum grade is required by my major or minor). **Please note:** University of Northwestern only transfers in the qualifying credits (not the grade[s] or GPA). Student is responsible for having their transcript sent to University of Northwestern Registrar's Office once final grade(s) are posted.

Student's Signature \_\_\_\_\_ DATE: \_\_\_\_\_

Institution where course(s) will be taken \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Department Chair/Assistant Dean: Initial if approved for this student <b>ONLY</b>	COURSE INFORMATION				UNWSP Requirement to be met by transfer course	
	Course Code	Course Title	Semester Credit Hours	Term to be taken	Course Code or Category	Semester Credit Hours

\_\_\_\_\_  
Dept. Chairperson's/Assistant Dean's Signature (Only Required For ENG2205 or if Course is in your Major or Minor) DATE: \_\_\_\_\_

\_\_\_\_\_  
Registrar's Approval DATE: \_\_\_\_\_

**OFFICE USE ONLY:** Original - Registrar's Office  SHATATR  Indexed  Student notified

S:\Rec1\Forms\Prior Approval of Transfer Credits UNWSP DEC2017

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