

MARQUETTE UNIVERSITY GRADUATE SCHOOL

MASTER'S DEGREE TRANSFER OF CREDIT REQUEST

Each transferred course must have been taken at the graduate level for graduate credit at Marquette University or another institution (official transcripts must be on file at the Graduate School). Only courses that earned a grade of "B" (3.0) or better may be transferred. Credits will not be transferred until the student has successfully completed six or more credits as a degree-status student in a master's program at Marquette. *A maximum of 12 credits may be transferred to any graduate program. A separate form must be completed for each institution from which transfer of credit is requested. See the Graduate Bulletin for additional information.*

I. Completed By the Student

Name: _____ MUID: _____ Start Term: _____

Address: _____ Degree: _____ Program: _____

Specialization: _____

Reason for Requesting Transfer of Credits

Course(s) taken as a non-degree student at Marquette

Course(s) taken in previous MU program _____. I am now in the _____ program.

Course(s) taken as a student at _____. *(Remember to complete a separate form from each institution.)*

<u>Course Number</u>	<u>Course Title</u>	<u>Date Taken</u>	<u># of Credits</u>	<u>Grade</u>

Student Signature: _____ Date: _____

II. Completed By the Student's Department

a) For accepted courses: state MU title, course number and credit equivalent. Note elective courses as such under the "Title" field.

b) For courses that are unacceptable: indicate "nontransferable course" under the "Title" field.

<u>Transfer Course</u>	<u>Matching MU Course Number</u>	<u>Title</u>	<u>Credits</u>

Department Chair/Director Signature: _____ Date: _____

III. Completed By the Graduate School

The following courses are accepted/denied from: _____

<u>Transfer Course</u>	<u>Title</u>	<u>Credits</u>	<u>Grade</u>	<u>Results</u>
				<input type="checkbox"/> Approved <input type="checkbox"/> Denied
				<input type="checkbox"/> Approved <input type="checkbox"/> Denied
				<input type="checkbox"/> Approved <input type="checkbox"/> Denied
				<input type="checkbox"/> Approved <input type="checkbox"/> Denied

New Completion Date: _____ Credits Attempted: _____ Credits Earned: _____ QP: _____ QPA: _____

Advanced Credits: _____ *(Transferred credits accepted towards an advanced degree will appear as "Credits Granted for work at: [Institution]" on transcript)*

Comments: _____

Graduate School Authorization: _____ Date: _____