

**Gonzaga University School of Education
Off-Campus Graduate Program
Student's Request for Transfer of Credit**

Student's Name _____ SS# _____

Program _____ Center _____

Institution of Transfer _____

This applicant understands the following facts:

- 6 semester credit limit of transfer / 12 semester credit limit for Doctoral
- No course older than 5 years at the beginning of coursework
- Course must have grade of B or better (P grade is defined as B or better)
- No workshop credits accepted
- Courses previously applied to one degree are not transferable
- Transfer process will take place after student has reached candidacy
- Credits are converted to semester hours
- Official transcripts of course(s) are to be submitted with request

Student's Signature _____ Date _____

Number	Course Description	Term	Grade	Hours Qtr. Sem.	Advisor	Dean

Total semester credit requested _____ Total semester credit approved _____

Course number and title to be replaced by transfer credits:	
Number	Title

Graduate Advisor _____ Date _____

Graduate Dean _____ Approval Date _____

Processed Date _____