

FAYETTEVILLE STATE UNIVERSITY

GRADUATE PROGRAMS

Transfer Courses: Request to Pursue Courses for Transfer to Fayetteville State University

TO: The College/School Dean

Student's Name: _____ Banner No: _____

Address: _____
Street City State Zip code

Name of Host Institution: _____

Address: _____
Street City State Zip code

Has the student been admitted to a degree program at Fayetteville State University? Yes ___ No ___

This student has approval to register during the _____ semester 20____ for the following course(s), credit to be transferred to the student's program at Fayetteville State University:

| Course & Number | Title Course | Credits | FSU Equivalent | Credits |
|-----------------|--------------|---------|----------------|---------|
| 1. _____ | _____ | _____ | _____ | _____ |
| 2. _____ | _____ | _____ | _____ | _____ |

Signatures

Program Coordinator

Date

Department Chair

Date

Dean of School/College

Date

- Cc: Student
 Department Chair
 Dean of School/College
 Program Coordinator
 The Graduate School
 Registrar's Office (Original)

TO THE STUDENT: PLEASE SEE INSTRUCTIONS ON SECOND PAGE OF THIS FORM.

TO THE STUDENTS

1. Please complete this form in consultation with your Department Chair/Director.
2. Submit the complete form with signatures to the College/School office.
3. Attach course descriptions from the host institution's graduate catalog and from the Fayetteville State University graduate catalog.
4. Present the signed form to the host institution after it is returned to you from the College/School.

NOTE:

The Graduate Catalog policy permits a maximum of six (6) hours from a regionally accredited institution to be transferred to a degree program. Courses with a grade of "B" or above are eligible for transfer. Regulations governing the transfer of credit are set forth in the University Catalog. Approval to take courses for transfer to a degree program is conditional upon compliance with all limitations stated herein.

It is the student's responsibility to ensure in advance that courses will transfer, including making sure that the courses come within the overall limitation on the number of hours that can be transferred.

It is also the student's responsibility to request that an official transcript be sent to Registrar's Office and their departmental office at Fayetteville State University at the completion of the course.

I have read the regulations governing transfer credit in the Graduate Catalog, and I understand that I bear the sole responsibility for meeting all of the conditions stated herein.

Signature of Student

Date