School of Graduate Studies

CHESTNUT HILL COLLEGE

TRANSFER OF GRADUATE COURSE FORM

Transfer of graduate courses does not apply to the Psy.D. Program.

Transferred courses with a grade of "B" or above, completed within the last five years, will be applied only after the student has matriculated. The maximum number of credits for transfer is 25% of the total credits in the program. Workshops or life experience cannot be considered for academic credit. The courses must be from an accredited institution and must be compatible with the program of study. Transfer credits will not be considered in calculating the student's Grade Point Average (GPA).

Official transcripts must be on file and course descriptions must be submitted for review.

Student's Name: _____ ID Number:_____

Date Matriculated:_____ Degree Program: _____

Institution Where Course was Completed: _____

Course Number and Title Previously Taken:_____

Accepted CHC Course Equivalent: _____

Number of Credits: _____ Grade Earned: _____ Year Completed: _____ Check One: ___ Required ___Elective

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Institution Where Course was Completed: _____

Course Number and Title Previously Taken:_____

Accepted CHC Course Equivalent: _____

Number of Credits: _____ Grade Earned: _____ Year Completed: _____ Check One: ___ Required ___Elective

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COMMENTS:

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_____

_____ _____

Student Signature Date

_____ _____

Department Representative Date

_____ _____

Dean Signature Date

_____ _____

Graduate School Representative Signature Date

Return to: Graduate School, St. Joseph Hall, 3rd Floor, Room 378 or Fax to 215.248.7161 or E-Mail to gradschool@chc.edu
Copies to: Student, Student File, Faculty Advisor, Department Chair/Coordinator

2015-2016

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