

TRANSFER COURSE PETITION

GER/University Requirement

Liberal Arts/Sciences Requirement

Include with this petition:

Copies of All Your Transcripts
Copies of All Transfer Credit Reports
Official Course Descriptions for Substitutions

Student's Name _____ ID Number: _____
Major _____ Post Secondary Enrollment Date: _____
Local Address _____ Expected Graduation Date: _____
Phone Number: _____

I hereby petition to Substitute (Course & Course Number): _____ Final Grade: _____
From (College or University): _____ For: _____ Sem.Hrs.
of: _____

My reasons for this petition are: _____

(Attach an additional page if needed.)

_____ Signature of Academic Advisor (Comments-Reverse Side) Campus zip _____ Phone number _____ Email _____	Recommend Approval <input type="checkbox"/>	Recommend Denial <input type="checkbox"/>
_____ Signature of Departmental Chair (Comments-Reverse Side)	Recommend Approval <input type="checkbox"/>	Recommend Denial <input type="checkbox"/>
_____ Signature of Academic Dean (Comments-Reverse Side)	Recommend Approval <input type="checkbox"/>	Recommend Denial <input type="checkbox"/>
_____ Director of General Education -CUE 519	Approved <input type="checkbox"/>	Denied <input type="checkbox"/>

GENERAL EDUCATION/UNIVERSITY REQUIREMENTS

(To be completed by the Undergraduate Degree Office or SALC.)

REQUIREMENT	REQUIRED	TO BE COMPLETED	REQUIREMENT	REQUIRED	TO BE COMPLETED
Written Communication			Biological Science*		
Communication Proficiency			Physical Science*		
Writing Portfolio			Laboratory Science		
Social Science			Science Elective		
Arts & Humanities			Math Proficiency		
World Civilization			Capstone Course		
H/SS Elective-GER			Upper Division Hours		
Intercultural Studies			Total Hours		

*Students whose major is not in the College of Liberal Arts or College of Sciences and whose Post Secondary Enrollment Date is prior to Fall 1993 are not required to fulfill the Biological and Physical Science General Education Requirements.

Date Application Received:	Date Petition Processed:
Date Application Processed:	Registrar's Clerk:

COMMENTS

Academic Advisor: _____

Department Chair: _____

Academic Dean: _____

Director of General Education: _____

GENERAL EDUCATION-UNIVERSITY-TRANSFER PETITIONS: Return to the General Education Office, 519 Samuel H. Smith Center for Undergraduate Education, (CUE 519) phone number 335-5699.

You will receive a written notification of the decision from the General Education Office.