GRADUATE TRANSFER CREDIT AUTHORIZATION

INSTRUCTIONS TO ACADEMIC DEPARTMENT PERSONNEL: This form should be completed by the academic department once the student's supervisory committee has approved transfer credit for the student's current graduate program of study. Submit the form directly to the Office of Admissions at 250 S SSB or fax at (801) 585-7864. The Office of Admissions will strictly adhere to University policy regarding transfer credit. See criteria below.

APPROVAL CRITERIA REQUIRED TO POST GRADUATE TRANSFER CREDITS TO A STUDENT'S ACADEMIC RECORD:

- 1. Graduate credit may only be transferred from other regionally-accredited institutions.
- 2. Credits transferred from another institution may be used for only one degree.
- 3. Students must be formally admitted to a graduate program of study.
- 4. Up to six semester hours of transfer credit may be applied toward fulfillment of graduate degree requirements at the University of Utah.
- 5. The courses must have a letter grade of "B" or higher.
- 6. "Credit only" grades are not acceptable.

7. Course work must be recommended by the student's supervisory committee, and taken within four years of semester of admission to the University of Utah for master's students and within seven years of semester of admission to the University of Utah for doctoral students.

ILCK	ONE: Domes	stic Student	_ International Student _		
UDEN	T NAME				
		First	Middle	Last	
D#		STUDENT'S ACADEMIC PROGRAM			
AME (F INSTITUTION	I STUDENT ATTEN	NDED		
	Term/Year Attended	Course #	Course	Title	Credit Hours Earned
ceive	d from the Univ	versity of Utah or	es listed above have not l another institution of hig nittee Chair/Director of Gradua	her education.	requirements for a previous dep
cadem	ic Department	Contact Phone N	lumber		
FOR C	FFICE OF ADM	ISSIONS USE ONI	LY		
			record by		