COURSE TRANSFER REQUEST FORM
(For requests to transfer non-BGSU credits into a BGSU graduate program)

First name: ______________________  Last name: ____________________________  BGSU ID: _________________

Field of Study: _________________________________ Grade Point Average: _______________________________

Planned Graduation Date: _______________________ Credits Completed at BGSU: __________________________

Non-BGSU Course Information:
Course Subject and Catalog Number (ex: BIOL 5000): _____________________________________________________
Institution: ______________________________________________________________________________________
Term/Year: _________________     Grade Received: _________

Please attach course description and/or syllabus:

Official transcripts will need to be sent to the BGSU Graduate College to consider course transfers.

BGSU Course Information:
Course Subject and Catalog Number (ex: BIOL 5000) ______________________________________________________

Graduate Coordinator Approval: signature here
The signature of the graduate program coordinator indicates: (1) BGSU and non-BGSU courses are equivalent; and (2) appropriate program policies and procedures have been followed.

Line College Approval: signature here
The signature of the Dean or Dean’s designate indicates: (1) BGSU and non-BGSU courses are equivalent; and (2) appropriate College policies and procedures have been followed.

Graduate College Approval: signature here
The approval of the Graduate College indicates that the transfer is approved for entry on the student’s record.

Graduate College Notes
Registration and Records has processed this request