

# Request for Internal Course Transfer Credit

## Instructions

This form is to be used to request Brandeis University non-degree courses to be transferred to a degree program or to transfer courses to a different Brandeis program. The form must be returned to the Office of the University Registrar after a grade for the course has been posted.

For Undergraduate Students:

- Brandeis courses will be factored into your overall GPA if classes are transferred.
- Brandeis courses may or may not count towards the 128 total requirements for graduation.

## Student Information

Name:

Sage ID: 20

Email:

@brandeis.edu

Class Year: 20

Current Degree Program:

Undergraduate

Graduate

Rabb GPS

Current Major or Program:

Previous Courses were taken during:

Brandeis Summer School

Non degree program

Prior Brandeis degree program

## Courses to Transfer to Current Brandeis Degree

### Course 1

1. Month and year course was taken:
2. Course Number:
3. Course Title:

### Course 3

1. Month and year course was taken:
2. Course Number:
3. Course Title:

### Course 2

1. Month and year course was taken:
2. Course Number:
3. Course Title:

### Course 4

1. Month and year course was taken:
2. Course Number:
3. Course Title:

I understand that by submitting this request the courses listed above will become part of my permanent Brandeis records.

Student Signature:

Date:

Department Signature if required:

Date:

Registrar's Signature:

Date:

Office Use Only:

Transcript Review

Transcript Credit Posted

16 Max Units Exceeded

Audit Exclusion Processed