

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: _____ 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 2

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 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