

REQUEST FOR TRANSFER CREDIT OR ASSESSMENT OF PRIOR LEARNING

INSTRUCTIONS:

- Please attach an official transcript from each institution, official score reports, or prior learning portfolio.
- Review the transfer credit policy in the Bulletin & Student Handbook.
- Submit to the Office of Academic & Student Support Services and allow two to three weeks for the request to be processed.

Student name: _____
Last (Family name)
First (Given name)
Middle

Mailing address: _____
Street
City
State
Zip code

Student ID: 000-_____ Email address: _____

Primary telephone number: _____ Current Program/Major: _____

Transfer Credit

Name of institution, college-level proficiency examination (e.g., CLEP, AP, PEP, DANTES, Challenge exams), or Modern Language Proficiency Exam	Month and year of attendance or completion

OR

Assessment Prior Learning (APL).

Course for which you are petitioning for prior learning credit	Faculty supervisor of APL	Date of completion

Student signature *Date*

FOR OFFICE USE ONLY	
Date assigned: _____	Assigned to: _____
Signature: _____	Date complete: _____ Petition: <input type="checkbox"/> Accepted <input type="checkbox"/> Denied
Comments:	