Submit this form, with all appropriate signatures, to the Registrar. (Be sure to make a copy for your records.)

Student’s Name _______________________________________________________________

Class____________________                         E-mail _________________________________

Institution Attended ___________________________________    Academic Term __________

Subject & Course Number ________________________________

Course title ____________________________________________________

All transfer work is subject to final evaluation and approval by the Registrar. Before enrolling in course work at other institutions, students should be sure to review the policies governing transfer credit summarized on the Registrar’s Office website. Signatures below do not guarantee a course is transferable for credit but do dictate how it will be applied if deemed transferable.

Please check applicable boxes below. Department/program chair approval is required for everything except for Multicultural Perspectives permission. Approval from the Dean of Studies is required to have a non-MHC course fulfill the Multicultural Perspectives requirement.

☐ Distribution requirement met in _________________________________________________

☐ 200-level minor credit in________________________________________________________

☐ 300-level minor credit in________________________________________________________

☐ 200-level major credit in________________________________________________________

☐ 300-level major credit in________________________________________________________

☐ Elective credit

Department chair/rep __________________________________________ Date_________________

☐ Multicultural Perspectives requirement met by non-MHC course

*Dean of Studies __________________________________________ Date_________________

*Dean’s approval required ONLY for Multicultural Perspectives permissions.

Signature of student________________________________________ Date_________________