

**PETITION FOR TRANSFER OF GRADUATE CREDIT**

**POLICIES:** Graduate credit may be transferred from other institutions provided: **credits were earned in residence study, in another accredited graduate school, are certified as graduate credit with grades of B or better on an official transcript, and are certified by the adviser to be acceptable in the student's degree program as major, core or minor-cognate work.** For other specific regulations re: Master's degree transfer credits, see the section on GRADUATE ACADEMIC REGULATIONS in the current WAYNE STATE UNIVERSITY GRADUATE BULLETIN.

**PROCEDURES:** Please fill out this form, secure your adviser's approval, and present it at the Graduate Office, 2155 Old Main. **Credit Previously Earned** - Please list credits below and supply transcript. **Credit To Be Earned** - After a student has been admitted as a graduate student, and if he desires to earn graduate credit in another institution, he should secure permission from his department **BEFORE** such credits are earned. **List proposed courses below, secure advisor's approval and present this form to this office. After the credits are earned the student must present them to this office on an official transcript from the institution attended.**

STUDENT'S PETITION:

PID# \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_  
(Miss, Mr., Mrs., Ms.) First Middle Last

Address \_\_\_\_\_  
Number Street City State Zip Code

Major \_\_\_\_\_ Advisor \_\_\_\_\_  
(Include Area of Specialization)

I hereby petition for transfer of \_\_\_\_\_ semester hours of credit  
( ) to be earned  
( ) earned in \_\_\_\_\_  
Term and Year

at \_\_\_\_\_ State of \_\_\_\_\_

A transcript request was made to the GRADUATE OFFICE on (Date) \_\_\_\_\_

COURSES REQUESTED TO BE TRANSFERRED						ADVISOR'S CLASSIFICATION	
DEPT.	No.	TITLE	Cr. Hrs.	Grade If Earned	Major	Core	Minor Cognate

Reason for request \_\_\_\_\_

Student's Signature \_\_\_\_\_

**ADVISOR'S RECOMMENDATION TO THE GRADUATE SCHOOL:**

- ( ) It is recommended that the courses checked under "Advisor's Classification" above be transferred and classified as indicated: major, core or minor-cognate.
- ( ) It is not recommended that the above courses be transferred

Advisor's Signature \_\_\_\_\_

Date \_\_\_\_\_

**LIBERAL ARTS and SCIENCES GRADUATE OFFICE AUTHORIZATION:**

- ( ) Permission is granted to take courses indicated above
- ( ) Transfer of credit is authorized in courses indicated above

(Signed) \_\_\_\_\_  
Dean or Designee

Date \_\_\_\_\_