

The University of Portland

GRADUATE SCHOOL
 5000 NORTH WILLAMETTE BOULEVARD
 PORTLAND, OREGON 97203-5798
 (503) 283-7107 / FAX (503) 283-7399
 TDD (503) 283-7484 / E-MAIL: <gradschl@uofport.edu >



Application for Transfer of Graduate Credit

Name _____ Date _____

Student ID# _____ Graduate Program _____

Courses may be approved for transfer to the student's graduate degree program at the University of Portland provided they meet the criteria as set forth in the Graduate School Academic Regulations. Of particular note are the following:

1. Must be courses from an accredited institution.
2. Must be acceptable for graduate credit in the source institution, and appropriate for the University of Portland graduate program.
3. Must be at the level of "B" or higher. Courses graded "Pass" or "Credit" are not acceptable.
4. Must be courses completed less than five years before the graduate degree is to be conferred.
5. May not be courses taken by correspondence, television, or audio or video cassette.
6. Nine semester credit hours is the maximum number of hours allowed in transfer.

An official copy of the transcript listing the course or courses to be transferred must be sent to Graduate School.

Application: I request the transfer of credit for the following courses:

Institution	Year/Sem(Qtr)	Course No.	Title	Grade	Sem Hrs./ Qtr. Hrs.
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Signature _____ Date _____

Recommended Not recommended

 Graduate Program Director/Date

Approved Not approved

 Dean/Date

Semester credit hours approved for transfer: _____

Total semester credit hours transferred to date: _____

Copy: Registrar (White) Program Director (Pink) Original transcript on file with Registrar
 Graduate School (Yellow) Student (Gold) Original transcript attached

Comments _____

