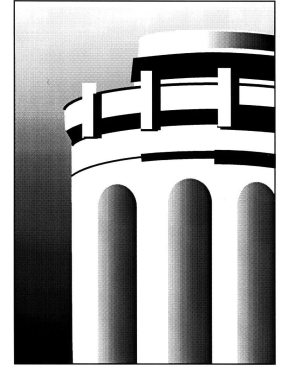


Graduate Transfer Credit Request



**Carnegie Mellon
ENGINEERING**

APPROVAL FOR COURSES TAKEN OUTSIDE OF CARNEGIE MELLON

Up to 24 units of graduate work completed at other universities, with a grade point average of 3.0 or better, may be given transfer credit, provided that such course work is part of the graduate program leading to the degree sought. Such transfer credit is not granted prior to admission to the graduate program and must be approved by the department after the student has satisfactorily completed at least 36 units of graduate courses at Carnegie Mellon. Individual academic departments and programs may have stronger requirements for transferring graduate credits.

INSTRUCTIONS:

1. A SEPARATE FORM MUST BE SUBMITTED FOR EACH COURSE REQUESTED.
2. AN IN-DEPTH COURSE DESCRIPTION FOR EACH COURSE MUST BE ATTACHED.
3. THE STUDENT SHOULD COMPLETE THE APPROPRIATE PORTION BELOW AND SUBMIT IT TO THE GRADUATE COORDINATOR IN THEIR DEPARTMENT.
4. AFTER APPROVAL BY THE DEPARTMENT, THE COMPLETED FORM SHOULD BE SENT TO THE CIT ASSOCIATE DEAN FOR GRADUATE & FACULTY AFFAIRS FOR APPROVAL.

TO BE COMPLETED BY STUDENT

ID # _____ - _____ - _____ Andrew ID _____

Name _____
Last First MI

Dept. _____ Class _____

I am requesting graduate credit for course _____
Course # Descriptive Title
 taken at _____ in the _____
Name of Institution Year/Term Units/Credits

I am requesting that this course substitute for the Carnegie Mellon course:
 _____ or as elective credit
Course # Descriptive Title

Signature of Student Date

TO BE COMPLETED BY DEPARTMENT

Upon receipt of an official transcript from the institution above, showing a grade of _____ or better, credit will be entered on the student's Carnegie Mellon record for _____ units in Carnegie Mellon course _____
Course # and Descriptive Title

NOTES:

Dean's Approval Date Department Approval (student's home department) Date

PLEASE NOTE:

- This approval is contingent upon your eligibility to continue as a CIT student.
- Courses taken elsewhere during a period of suspension will not transfer to Carnegie Mellon

All conditions have been satisfied. Posted to Carnegie Mellon transcript:

Date Approval