REQUEST FOR TRANSFER CREDIT AUTHORIZATION

This is a fillable form, but you may need to download it to complete it.

Student's Name: _____ **Date:** _____

Name of college/university: _____

Location of college/university: _____

Please attach a course description <u>AND</u> URL for each course that you list on this form. A department chair may require evidence of the work that you completed for the course before granting permission for you to use the course to meet a major or minor requirement.

Courses to be taken:

Course Prefix and Number	Title	Course Dates & Meeting Times	Number of Credit Hours	Type of Credit (Semester or Quarter Hours)*	Specify here if on-line course**

Which of the above courses, if any, do you wish to use toward major, minor, or other specific requirement?

Major, minor, or other specific requirement	Course(s) above to be used

	Printed name	Signature	Date
Advisor:			
Dept Chair*:			
Registrar:			

*4 semester hours=6 quarter hours=1 Beloit College unit.
**Maximum 8 units of online courses may be transferred.
*** Signature from the department chair of the major/minor department required if course is being used to fulfill a major or minor requirement.

See back of form for additional details

Transfer Credit Guidelines

Beloit College will apply up to 15 units (60 semester hours/90 quarter hours) of transfer credit [including a maximum of eight (8) AP, IB, or GCE A-level units] from accredited colleges and universities toward a student's degree. Transfer credits may help students fulfill requirements in one or more of the following categories: (a) the 31 total Beloit units required for graduation; (b) Beloit's "5 Domains and 5 Skills"; and (c) courses counted toward a major or minor. Note: AP, IB, or GCE A-level credits may not be used to fulfill any of the 5 Domain or Skills requirements.

Up to a total of eight (8) units of online credit may count toward the 31 units required for graduation, provided that the courses taken adhere to usual policies of transfer credit (e.g. no "developmental" or "college prep" courses), preference for courses that can be taken under a "liberal arts" curriculum, etc. Online courses taken under Beloit's aegis (whether through Acadeum or Beloit) do not count toward this 8-unit limit.

Domains and skills transferred before and after matriculation: (a) Students may fulfill domain requirements through transfer credit. (b) Students may transfer courses to fulfill the "Q" and one "W" requirement but not the "C" or final two "W" requirements. After matriculation at Beloit College, students may apply to the registrar to transfer credits in fulfillment of domain and/or permitted skill requirements.

Students applying to Beloit with transfer credits should include their most recent official transcript as part of their application. This information will become part of the student's permanent academic record. Students applying as "transfer" applicants will receive from the registrar a transfer credit evaluation and graduation checklist. The evaluation and checklist will outline for students what requirements will still need to be completed in order to earn the anticipated degree.

Students enrolled at Beloit who wish to transfer credits for coursework taken after matriculation should complete a Transfer Credit Authorization Form prior to taking a course elsewhere.