



Name

GWID

GW Email

Phone

Degree Program

Admission Term

Assignment of transfer credit is subject to evaluation by the Elliott School Office of Graduate Student Services. If the grade earned is below the minimum required for transferring credit, B or its equivalent, or the course is repetitious, no credit will be assigned. Credits used toward a previously earned degree cannot be transferred.

Grades earned at another institution will not transfer. A grade of "TR" will appear on your transcript.

If you would like a specific equivalent assigned to the transferring course(s) you must receive department approval by obtaining the appropriate signature below. You will need to present a detailed course description(s) to the appropriate GW departments to secure departmental recommendations. After obtaining faculty signatures, submit this form to the Elliott School Office of Graduate Student Services. If no GW equivalent is listed below the course(s) will transfer as Special Topics.

The Transfer Credit Approval process does not substitute for program director approval to count the course(s) toward specific areas of your program. For courses that you wish to have apply toward any requirement other than "elective," you will need to obtain approval from your program director via an update to your plan of study after your transfer credit request is approved.

Please complete course information in its entirety (Department, Course Number, Course Title, and Course Credits) and submit to your academic advisor with supporting documentation.

College/University of Attendance

Semester/Session of Attendance

Course /
Course #

Course Title

Credits

GW Equivalent

Department Signature

GSS Academic Advisor Approval:

Approved

Denied

Authorized Signature