

Pre-Approval of Transfer Credit



Attention: Students who want to use credit from a Truman-sponsored study abroad experience toward degree requirements should use a substitution form.

Name: _____ ID: 00-_____

Current Address: _____

Email: _____ Phone Number: _____

First Semester at Truman: _____ Anticipated Graduation Date: _____

Please indicate if you are participating in intercollegiate athletics at Truman: _____ Yes _____ No

Transfer of Credit

Institution at which course(s) will be completed: _____

Location of transfer institution: _____

Semester and year course(s) will be completed: _____

Will these courses be within your last 28 hours of coursework needed to graduate? _____ Yes _____ No
(If you answer yes please also see note below for the waiver of 28 Hour Residency Requirement)

Please provide the discipline, course number, course title, and credit hours for the course(s) you want to transfer to Truman. Use the transfer institution's discipline, course number, and title. Attach course descriptions for each of the courses listed. The Registrar's Office will assign the Truman equivalent for each course in consultation with the faculty and department chair from the appropriate discipline(s).

| SUBJ | CRS# | TITLE | CR HRS | TRUMAN EQUIVALENT |
|------|------|-------|--------|-------------------|
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I understand that I must have an official transcript sent directly to the Truman State University Registrar's Office upon completion of the transfer course(s) listed above. I further understand that if the transcript is not received by the date Truman grades are due for the semester and I plan to graduate that semester, my graduation application/date will be updated to the next semester or until the transcript is received whichever is later.

Student Signature: _____ Date: _____

For Office Use Only
Registrar's Office Approval: _____ Date: _____

Waiver of 28 Hour Residency Requirement

Your last 28 hours of coursework must be completed in residence at Truman State University. If the course(s) listed above will be completed during your last 28 hours, you may not transfer these courses unless a waiver of the residency requirement has been approved by your Academic Dean. To petition for a waiver, attach a Request for Waiver of Graduation Requirements form and a brief description of your reasons for such a petition and submit the form to your Academic Dean.