



**UNDERGRADUATE TRANSFER CREDIT PERMISSION REQUEST for
BPS GENERAL EDUCATION & ELECTIVE COURSES**

Name _____ Banner ID Number: _____
Last First

Email Address: _____ Daytime Telephone: (____) _____

Address: _____
Street City State Zip code

Course(s) to be completed at: _____
Institution City State

during the _____ **NOTE: ONLY ONE INSTITUTION PER FORM**
Term Year

Course(s) Requested for Transfer Credit:

Course Prefix and Number	Complete Course Title	Number of Semester Credit(s) Requested	ADVISOR NOTES
1.			
2.			
3.			

- Courses must be completed at the 100 level or higher.
- When an official transcript is received, provided the required grade for transfer is earned, the course will be noted on your UMW record.
- A grade of "C" (2.0/4.0) or better must be earned for transfer credit to be awarded
- Credits will be awarded based on *semester* hours.
- Courses completed on Pass/Fail and/or Satisfactory/Unsatisfactory basis will not transfer.
- Transfer credit is limited to a maximum of 90 semester credits.
- Duplicate coursework will not transfer for credit into the BPS degree program.

 Student Signature Date

This permission will be revoked if the student is subsequently suspended for this term.

PROGRAM USE ONLY

Approved Not Approved

 Office of Advising Signature Date

General Education Course(s) _____ Elective(s)

Comments: