



Central Connecticut State University

Request for Transfer Credit For Continuing Undergraduate Students

Office of the Registrar
1615 Stanley Street
New Britain, CT 06050-4010

860-832-2236
860-832-2250 (fax)

This form is to be used BY **CURRENT CCSU UNDERGRADUATE students** and must be completed in its entirety and submitted to the Office of the Registrar before the course is taken. Please refer to the CCSU course catalog or online at www.ccsu.edu/admission/Transfer_Student.htm for all transfer credit policies and transfer course equivalencies. Graduate level course work will not be considered for transfer credit.

CCSU STUDENT ID#: _____		
Last Name	First Name	Middle Initial
Street Address		
City	State	Zip Code

The institution where the credit(s) will be taken:	
When the credit(s) will be taken:	
Semester	Year

Transfer Credit Policy and Procedures:

- ✓ A minimum grade of C- must be earned for a course to be eligible for transfer credit.
- ✓ Transfer credit is based on current course equivalencies.
- ✓ Transferred courses will not affect your CCSU GPA.
- ✓ Continuing undergraduate students should have official transcript mailed to the Office of the Registrar immediately after the course is completed.
- ✓ This form is for course work that has not yet been completed.
- ✓ Consult with your academic advisor for use of course and credit in your program.
- ✓ It is the student's responsibility to insure that courses taken at another institution will meet CCSU program requirements.

By signing below you acknowledge that you have read and understand all policies and procedures.

Student Signature

Date

To be completed by student:

Transferring Credits

Dept:	Course #:	Title:	Credit:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

To be completed by Registrar's staff:

CCSU Course Equivalencies

Dept:	Course #:	Title:	Credit Awarded:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

For Office Use Only

Required Signature

Signature of Transfer Credit Evaluator / Date