



**THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL**

The Graduate School

**TRANSFER CREDIT RECOMMENDATION FORM**

(Note: **Official** transcripts supporting this request must be either attached or on file with The Graduate School.)

Student's Name \_\_\_\_\_ PID# \_\_\_\_\_  
 Address \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_  
 \_\_\_\_\_ Phone # \_\_\_\_\_  
 Major: \_\_\_\_\_ Degree Intent: \_\_\_\_\_

After thorough evaluation, we recommend the following courses for transfer credit:

These columns for  
 Grad School use only  
 ↓ ↓

University/Institution	Year	Term	Q'ter or * Semester	Course	Grade	Recom. Approved	
						Credit	Credit

\_\_\_\_\_  
*signature of Director of Graduate Studies*

\_\_\_\_\_  
*date*

**Transfer Credit Limits**

**Master's Students:** Up to six of the 30 minimum credit hours, or up to 20% of the total credit hours required for programs requiring more than the 30 hour minimum, may be transferred from another accredited institution, from this institution for courses taken before admission to the Graduate School, or from a different master's program at this institution. Grades earned on transferred work must be equivalent to B or better. *Transfer credit does not satisfy residence credit.* **For additional information regarding policies governing transfer credit, please refer to *The Graduate School Handbook*.**

**Doctoral Students:** A doctoral student may request transfer credit for relevant graduate courses from accredited institutions or from other graduate programs within this institution. Grades earned on transferred work must be equivalent to B or better; dissertation credit is not transferrable. *Transfer credit does not satisfy residence requirement.* **For additional information regarding policies governing transfer credit, please refer to *The Graduate School Handbook*.**

**\*Quarter Hours to Semester Hour Conversion.**

Quarter Hours = Semester Hours	Quarter Hours = Semester Hours	Quarter Hours = Semester Hours
1 = 0.7	5 = 3.3	9 = 6.0
2 = 1.3	6 = 4.0	10 = 6.7
3 = 2.0	7 = 4.7	11 = 7.3
4 = 2.7	8 = 5.3	12 = 8.0

**Instructions:** Submit this form to the Graduate School. The Graduate School will return a copy to the program reflecting credit awarded.