



SUBMIT TO APPROPRIATE COLLEGE:  
College of Arts & Sciences- 106 Kinard  
College of Education -144 Withers  
College of Business -225 Thurmond  
College of Visual & Perf Arts -124 McLaurin  
University College- 108 Dinkins

APPROVAL TO TRANSFER CREDIT

Major: \_\_\_\_\_

**TO BE COMPLETED BY STUDENT:**

Student Number: \_\_\_\_\_ Name: Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Phone number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

I request permission to enroll in courses listed below in the \_\_\_\_\_ at \_\_\_\_\_  
Semester or Session/Year  
Name of Institution

Permission to take the course(s) listed below does not waive the residence requirement at Winthrop. It is the student's responsibility to request that the Registrar of the visited institution send to Winthrop's Records and Registration office a transcript of courses completed.

Transfer coursework will not replace the grade of coursework previously taken at Winthrop.

Transfer coursework is not used in computing grade point average at Winthrop. However, transfer coursework is used in computing eligibility for academic honors and the LIFE scholarship.

Are you within 31 hours of completing degree requirements at Winthrop?  Yes  No

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**TO BE COMPLETED BY STUDENT ADVISEMENT COORDINATOR:**

	Course(s) Desired	Equivalent Course(s) at Winthrop
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

A minimum of 31 semester hours of course credit must be taken in residence at Winthrop within five calendar years preceding the date the degree is granted.

**APPROVED:**

Student Services Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_

College: \_\_\_\_\_

This approval is valid only if the student is eligible to continue at Winthrop during the same session for which permission is given to take courses at another institution.

This permission will take the place of Dean's signature on the application form of the school from which you plan to transfer credit. Provide Copies of this completed form to Academic Records; Visited Institution; Adviser and Student.