

Transfer Credit Approval

Student's Name _____

Name of Transfer University _____

Country/State of Transfer University _____

Semester _____ Year _____

Important Note: If you are using **U.S. Federal financial aid**, it is **essential** that you communicate with the Financial Aid department (Sigrun Olafsdottir) before planning any transfer credit.

Courses for transfer must be taken at a regionally-accredited institution with a minimum grade of C.

Students may transfer up to a **maximum of 30 credits** after their initial enrollment at Franklin provided residency requirements are met (a total of at least 60 credits, of which 30 must be in the major, must be completed with Franklin for the BA degree). **All transfer credit is subject to final approval by the Registrar.**

List below the course(s) that you plan to take at the above institution and then obtain the approval of the appropriate Department Chair. (Course descriptions/syllabi may be required). ***Be sure to verify the type of credits from the transfer school. (FUS uses semester credits. 5 quarter credits = 3 semester credits; 6 ECTS credits = 3 semester credits)***

COURSE 1 Number of credits: _____ semester credits / _____ quarter credits / _____ ECTS credits

Transfer course number and title _____

Franklin course equivalent _____

Department Chair approval (*signature*) _____

COURSE 2 Number of credits: _____ semester credits / _____ quarter credits / _____ ECTS credits

Transfer course number and title _____

Franklin course equivalent _____

Department Chair approval (*signature*) _____

COURSE 3 Number of credits: _____ semester credits / _____ quarter credits / _____ ECTS credits

Transfer course number and title _____

Franklin course equivalent _____

Department Chair approval (*signature*) _____

FOR REGISTRAR'S OFFICE USE

Transfer university's regional accreditation/Ministry of Education approval _____

If Study Abroad program, transcript is issued by (school of record) _____

Registrar's Signature _____