

## TRANSFER CREDIT APPROVAL FORM

STUDENT NAME (PRINT)	STUDENT ID#	BOX #
NAME OF COLLEGE/UNIVERSITY OF TRANSFER WORK: _____		
Were these courses taken outside of the United States? _____		
COURSES TAKEN:	<input type="checkbox"/> SUMMER	<input type="checkbox"/> FALL
	<input type="checkbox"/> SPRING	YEAR _____
ADVISER SIGNATURE (APPROVAL)	ADVISER NAME (PRINT)	DATE

**You must request an official transcript to be sent to the Office of the Registrar at Pitzer College when you have completed the course(s). A "C" or better is required for transfer.**

*Please list the name of the course to be transferred to Pitzer College:*

Transfer Course Number & Title	5-C (Claremont Colleges) Faculty Member Name (PRINT)	5-C College	5-C (Claremont Colleges) Faculty Member Signature (Approval)
1) _____ _____	_____	_____	_____
2) _____ _____	_____	_____	_____
3) _____ _____	_____	_____	_____
4) _____ _____	_____	_____	_____

### ***Transfer Credit Conversion***

***Transfer Credit Conversion:*** All academic credits (semester and quarter) transferred into Pitzer College will be translated into equivalent Pitzer course credits according to the following conversion: **four semester units or six quarter units equal one Pitzer course.** Please check with the Registrar's Office to confirm transfer credit totals.

STUDENT SIGNATURE	DATE
-------------------	------

<b>OFFICE USE</b>		
Date Received	Date Processed	Initials

## GENERAL INFORMATION ON TRANSFER CREDIT

***Transfer Credit Conversion:*** All academic credits (semester and quarter) transferred into Pitzer College will be translated into equivalent Pitzer course credits according to the following conversion: **four semester units or six quarter units equal one Pitzer course.** Please check with the Registrar's Office to confirm transfer credit totals.

- ❖ In order to be eligible for transfer credit, coursework must be completed on the campus of another regionally accredited college or university in the United States, and a grade of "C" or better must be earned. A faculty member in the appropriate discipline must approve each transferred course.
- ❖ Of the 32 courses required for graduation, no more than 16 will be accepted as transfer credit. New Resources students may transfer up to 24 Pitzer course credits, with a maximum of 16 from a two-year institution. Transfer credit does not calculate into a student's Pitzer GPA.
- ❖ **To verify the amount of Pitzer course credit you will receive for transfer work, please speak to someone in the Registrar's Office.**
- ❖ In order to insure sufficient credit for graduation, please submit all transfer credit by the first semester of senior year.

### ***External Studies***

Students must be approved for External Study programs prior to their participation. Upon successful completion of a program, students normally receive between 3-5 Pitzer College course credits. Academic credit for some programs will be treated as transfer credit, requiring a grade of "C" or better. When selecting courses it is important to check with External Studies to determine how the credit will transfer upon return. Transfer credit is not allowed for coursework taken abroad while on a leave of absence for the fall or spring semester. Transfer credit for work done abroad during the summer may be granted credit when prior approval is obtained from the appropriate field group and the Registrar's Office.