AUBURN UNIVERSITY AT MONTGOMERY

Graduate Studies

Graduate Transfer Credit

(External Institution)

This form is used to transfer graduate credit from an external institution to AUM.

_____ S_____

Student Name **Student ID Number**

_____ _____ _____

Name of Other Institution* **Major** **AUM Email Address**

*Is this an International Institution? ☐Yes ☐No If yes, has this institution's accreditation been verified? ☐Yes ☐No

If yes, has the U.S. credit hour equivalency listed on this form been verified? ☐Yes ☐No

The Office of Global Initiatives certifies the transfer of credit as indicated below from the International Institution named on this form.

_____

Office of Global Initiatives Signature Date

Course & Number	Course Title	Credit Hours	Grade	AUM Equivalent Course

Major Application

The course(s) below will be used to satisfy requirements for the major listed on this form as indicated:

AUM Program Requirement Course & Number	Transfer Course

Policy regarding transfer credit:

- Transfer credit will not be accepted until the student has successfully completed nine (9) hours of work in the graduate program at AUM.
- Transfer credit may not be used to bring the AUM grade point average up to B (3.00).
- The transfer work must be pertinent to the student's plan of study and be within the sever-year time limit.
- No more than twelve (12) semester hours may be transferred.
- Transfer credit will not be allowed whenever the grade point average on the transcript of concern is less than B (3.00).
- Student must have been admitted to a graduate degree program in the institution at which the work was taken.
- Transfer credit must come from regionally accredited institutions (specific programs may request professional accreditation, e.g., NCATE, AACSB).

APPROVED BY:

_____ _____

Advisor/Department Head Signature Date

_____ _____

Dean of College Signature Date

_____ _____

Associate Provost for Graduate Studies Signature Date