



**APPLICATION FOR APPROVAL OF THE TRANSFER OF
GRADUATE COURSE CREDIT**
College of Graduate Studies (RO-12/24)

Registrar's Office 200 High Street, Glenville, WV 26351 304-462-4117 Fax 304-462-8619 registrar@glenville.edu

Student Name (printed)

GSU ID#

A graduate student may request to transfer up to twelve credits hours of graduate coursework completed at another accredited institution and apply them toward a graduate degree. The courses must be applicable towards the student's degree requirements and the grades earned must be a grade of B or higher or equivalent. Credits must be approved by the Graduate Program Coordinator and the appropriate academic advisor. All transfer courses must have been completed no more than seven years prior to graduation to be accepted. Transfer courses that are seven or more years old must be revalidated to be used to fulfill degree requirements. Please refer to the Graduate Catalog for additional information concerning course revalidation.

List the graduate courses you are requesting to be transferred in.

School Name	Course	CR	Grade	Semester Taken	GSU Equivalent**

** To be completed by the Graduate Program Coordinator and advisor.

Student Signature

Date

Request Approved Request Denied Comments: _____

Advisor Signature

Date

Graduate Program Coordinator Signature

Date

Provost Signature

Date