

### Transfer Credit Pre-Approval: Current Undergraduate Students

Name: \_\_\_\_\_  
Major: \_\_\_\_\_  
Anticipated year & term of graduation: \_\_\_\_\_

Advisor: \_\_\_\_\_  
Student Id # \_\_\_\_\_ Phone: \_\_\_\_\_  
USJ Email: \_\_\_\_\_

**Transfer Credit Policies:**

- A minimum of **45 credits** must be completed at USJ
- The **final 24 credits** of your degree must be completed at USJ. **PAL** Students can transfer up to **6 credits** their senior year
- A grade of **“C-”** or better must be obtained for the course to be eligible for transfer
- **Grades do not transfer** and do not affect the student's cumulative grade point average
- The course you are taking cannot be a duplicate course of something you have already taken at USJ
- USJ accepts transfer credit **only** from institutions that have been regionally accredited (see catalog for details)

Institution:	Dept/Course #:	Credits:	Course Title:	Sem/Yr:	USJ Equivalent:	Fulfills*:

\* Please indicate if the course you are taking will fulfill a Major Requirement (MAJ), Mission Focus (PHIL, RELS), Liberal Arts Elective (LAS), Perspective (WS, GI, VE, SI, AE, HE), Common Foundation (QR, WR, IT, LG or KN) or Free Elective (FE)

1. _____ Student Signature	_____ Date	3. _____ Dept Chair Signature (major course only)	_____ Date
2. _____ Advisor Signature	_____ Date	4. _____ Registrar Signature	_____ Date

It is the student's responsibility to have an official transcript sent to the Registrar's Office (see address above) after final grades have been posted.