

**RANDOLPH COLLEGE
TRANSFER OF CREDIT APPROVAL FORM**

STUDENT'S NAME: _____ **Student ID:** _____
(Last) (First) (Middle Initial)

*****GRAD YR:** _____ *****GRAD MONTH:** _____

DATES OF STUDY: _____ Fall Sem. *or* _____ Spring Sem. *or* _____ Summer Sem.
(Year) (Year) (Year)

NOTE: For Study Abroad, please use the *Affiliated or Unaffiliated Credit Approval Form*, as applicable

Host Institution: _____

Host Institution's Location (city, state, country): _____

Host Institution's Unit of Credit: _____ Quarter Hours _____ Semester Hours (Randolph College uses) _____ Units

Host Institution's Course Delivery Format: _____ Face-to-Face(Classroom) _____ Online(Web-based) _____ Combination

Courses Planning to Take (**ATTACH COURSE DESCRIPTIONS**):

| Dept. | Course # | Course Title | Credit Value | Randolph College Requirement to be Fulfilled* | Department Approval** |
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- * Please indicate whether the course fulfills a major or minor requirement (list the department and major/minor), General Education requirement (indicate which category of Gen Ed), or elective credit only. If applicable, indicate the equivalent Randolph College course. Unless the course is part of an affiliated program, grades do not transfer; however, grades for all courses taken elsewhere *are* factored into the cumulative GPA for purposes of determining graduation honors (*cum laude, magna cum laude, summa cum laude*).
- ** Departmental approval is required for a course to fulfill a major or minor requirement; approval of the General Education committee is required for inclusion as a Gen Ed requirement. NOTE: Courses already listed on Randolph College's *Virginia Community Colleges Course by Course Guide* do not require additional approval (see: <http://www.randolphcollege.edu/registrar/transfer-credit/>).

Signature of Student Date

Name of Faculty Advisor 1

Signature of Faculty Advisor 1 Date

Name of Faculty Advisor 2

Signature of Faculty Advisor 2 Date

Signature of Registrar Date

Is this an affiliated program? Yes No
 (If yes, grades transfer and are included in the Randolph College academic average.)

***** Are you taking the listed course(s) in the term you intend to graduate? Yes or No (Circle One).**

If yes, please read and initial: I acknowledge that I cannot participate in commencement or graduate if Randolph College has not received an official transcript by Randolph's grade deadline for seniors. _____

(Initial here)