**Course Transfer Request**

**Please type all information and sign. Handwritten forms will not be accepted.**

**Must be submitted within the first semester of joining the program. Transcripts, syllabi and relevant sample course work need to be submitted along with this transfer request. The transfer decision made the Department will be final and binding. Masters students can transfer a maximum of 6 courses. Doctoral students can transfer a maximum of 10 courses.**

To: Graduate Program Director Masters Doctoral

**From:**

 *Student Name*   *Student ID*

 *Student Email**Student Phone Number*

I received a grade of B or above for the following graduate courses taken at another institution. The content that I was taught in these courses match the course descriptions for the equivalent courses at BSU. I request that these courses be transferred (marked with \*) or considered for meeting prerequisite requirements (marked with #).

Signature: Date:

Name :

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| **Course #****At Other Institution** | **Course Description** | **Credits**  | **Institution** | **Semester/year** | **Equivalent Course at BSU** |
| **Sample500\*** | Advanced Programming | 3 | ABC | 2005 | COSC 504 |
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