Stony Brook University

Transfer Credit Request

A maximum of 12 graduate credits may be transferred to a master's program and in most cases a maximum of 6 graduate credits may be transferred to a certificate program (programs may vary for certificate requirements) with the approval of the Graduate Program Director. These credits must be from an institution authorized to grant graduate degrees by recognized accredited commission. *Credits must not have been used to fulfill the requirements for another degree/certificate. Credits must not be more than 5 years old at the time the student is admitted to graduate study at SBU. A course listed as both graduate and/or undergraduate level will not be considered for transfer. Credits must carry a letter grade of B or higher, or the equivalent. Please attach an original transcript to all Transfer Credit Request forms.*

Student Name:	Student ID Number:	Student Primary Program:
Semester/Year of Matriculation to SBU Graduate Program:	Name of institutional transferring credits from:	Address of institution:

Do you have a degree from this institution (circle one): YES or NO   If yes, indicate date the degree was conferred: _____

Transfer Credit Information

1. Course code/number:	Course Name:	# of credits:
Grade received	SBU equivalent (if applicable)	Signature of SBU Faculty member course has been evaluated by: Date:

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Signature of Student _____ **Date:** _____

Signature of GPD or Chair _____ **Date:** _____

For Graduate School & School of Professional Development Use Only:

Denied & Reason: _____ **Date:** _____

Approved & Processed: _____ **Date:** _____
                                     Signature

School of Professional Development: 2321 Computer Science Bldg.