

THE ANNENBERG SCHOOL FOR COMMUNICATION
UNIVERSITY OF PENNSYLVANIA

FORM 6 - TRANSFER CREDIT REQUEST

Please return the completed form Joanne Murray, Assistant Dean for Graduate Studies. Attach the course descriptions as listed in your institution's Course Registrar or copies of syllabi so that the Graduate Studies Committee can decide if credit can be granted for your previous coursework.

Student's Name _____ Date _____

Credit request for the following courses completed at the following institution:

Course #	Course Title	Units	Grade
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

_____ Print Advisor's Name _____ Advisor's Signature _____ Date

Total Transfer Credits Recommended in University of Pennsylvania Units _____

TO BE COMPLETED BY THE GRADUATE STUDIES COMMITTEE CHAIR

Approved _____ Declined _____ for transfer of _____ units toward the Ph.D. degree.

Comments:

_____ Associate Dean for Graduate Studies _____ Date

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FACULTY POLICY ON TRANSFER OF GRADUATE CREDIT
TOWARD THE PH.D DEGREE

1. The student's advisor must approve all requests.
2. The student must have completed at least one semester at ASC.
3. The student should initiate the request.
4. Grades received for the courses requested for transfer must be satisfactory.
5. University of Pennsylvania courses approved for Master's level credit can be transferred toward the Ph.D. Courses taken during undergraduate study at the University of Pennsylvania may not be counted toward the Ph.D.
6. University of Pennsylvania courses already approved for Ph.D. credit may be approved for transfer toward the Ph.D.
7. Other University of Pennsylvania graduate courses require the approval of the ASC Committee on Graduate Studies.
8. Please provide descriptions of the courses for which you are requesting credit. You may submit the appropriate entries from the institution's Course Register or copies of syllabi.

Updated April 1, 2010