



Application for Transfer of Graduate Credits

Transfer Credit: It is the policy of the College that a maximum of **49 credits** from other institutions may be credited toward a Master’s degree program provided: **(1)** the student applies for transfer credit at the time of matriculation; **(2)** the work was taken in graduate courses for graduate credit; **(3)** the work was taken within the last six years; **(4)** the grade received was a B or better; **(5)** the work does not duplicate any work, graduate or undergraduate, for which credit was previously given; **(6)** the work has not been applied toward an academic degree at any other institutions; **(7)** the work has been taken at an accredited college or university; and **(8)** the work is applicable to the student’s program. Link to **Graduate Catalog:** <https://academiccatalog.wpunj.edu/index.php?catoid=4>

Name _____
(Print) (Last) (First) (M)

Address _____

Curriculum _____ Advisor _____

Student ID _____ Credits Completed _____

I request transfer of the following work be credited towards my Master’s Degree. An official transcript will be sent to the office of the appropriate Program Director.

Date Taken Course # & Title Institution Date Awarded Credits WPU Course # & Title

Date _____ Student’s Signature _____

Action Taken

Approved _____ Disapproved _____

Comments _____

Signature of Dept. Chair & Date _____ Signature of Dean & Date _____

Copy to: Student, Dean, Registrar (Official Transcript must accompany Registrar’s copy)

For Office of Registrar Use Only:

Processor _____ Date _____