Elective Credit Transfer Form

The Instructional Technology program permits students to transfer a limited number of credits from other programs and/or universities. This is primarily to allow students to take classes that will directly improve their understanding of an area of their investigation. Please submit this form to request elective credit for a course outside the program.

To request an Elective Credit Transfer, please submit the following documents.
1. Elective Credit Transfer Form
2. Transcripts of the course transferred
3. Supporting Evidence: syllabus, projects or products from the course, test results (At least one piece of evidence must be attached)

Student Name _____

Student ID Number_____ Student Email _____

Course Title_____Course Number _____

College or University _____

Date Course is to be taken _____

Summarize the course (provide syllabi as an attachment if available)

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Provide a rationale as to why this course enhances your program.

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Accepted / Rejected – Reason

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