Washington University in St. Louis
SAM FOX SCHOOL OF DESIGN & VISUAL ARTS

Request for Non-Washington University Transfer Credit (Undergraduates)

This form is to be used by undergraduate students in the Sam Fox School of Design & Visual Arts to request transfer credit for courses taken at another college/university. To be eligible for transfer, courses must be pre-approved by submitting this form and attaching a course description. Without pre-approval, no transfer credit will be awarded.

The course must:

1. be taken at an accredited degree-granting institution; credit is not awarded for courses taken online
2 be comparable to a course offered at WU

To receive transfer credit, you must have an official transcript sent to:

Sam Fox School Registrar's Office
Washington University in St. Louis
Campus Box 1031
One Brookings Drive
St. Louis, MO 63130-4899

A grade of "C" or better is required for credits to transfer. Only the credits transfer, grades do not. Transfer credits do not fulfill the Arts & Sciences requirement for all Sam Fox School degrees. No more than 15 units of AP, IB and transfer credit (combined) can be applied toward degree requirements.

_____ _____
Last Name First Name MI WU Student ID #

Name and location (city, state) of the school/college you will be attending:

_____
School City State

This school/college grants credit in: ☐ semester hours ☐ quarter hours

Note: Quarter hours transfer in at approximately one third less than is reflected on the transcript when converted to semester hours.

List the department, course number and title of the course to be considered for transfer below:

Course _____ _____ _____
Department Course No. Title

This course will be transferred to WU (to be completed by Sam Fox School Registrar) pending a "C" or better as:

_____ _____ _____ _____
Department Course No. Title Credits

_____ _____ _____ _____
Associate Dean of Students/Assistant Dean & Registrar Date Approved Date Online In SIS by (initials)