



Office of the Registrar
(401) 254-3510

Day Program Transfer Course Pre-Approval Form

Forms must be returned to the Registrar's Office by the Dean or Assistant Dean of your school/college.

Policy: Matriculated students who wish to take courses at other regionally accredited institutions and transfer credit to RWU must obtain prior approval from the dean of their college or school.

Leave the form with the dean for processing. The dean's office will forward to the Registrar's Office. Student submitted forms cannot be accepted by the Registrar's Office.

- It is the student's responsibility to provide catalog copy of the course description(s) at the time the request is made.
- The University does not factor transfer credit into the RWU cumulative grade point average (GPA).
- RWU only accepts transfer credit for courses completed at other regionally accredited colleges or universities **with a grade of C or better.**

Name:	RWU ID#	Major:
Mailing Address:		Minor:
<i>street</i>	<i>city</i>	<i>state</i>
		<i>zip</i>
Transfer Institution:		Core Concentration:
City/State:		

COURSE APPROVALS

Course #	Course Title	RWU Course #	RWU Course Title	major	minor	core	elective	Credits	Approve	Deny	Signature: Dean of the Course	OFFICE USE ONLY		
												Credit Awarded	Date	Rec. By
1				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>				
2				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>				
3				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>				
4				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>				
5				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>				

Reason for request:	Total Credits
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*I understand that it will be my responsibility to have an official transcript mailed from the other institution to the RWU Registrar's Office.
I understand that 45 of the last 60 credits must be completed at RWU.*

Student's Signature	Date	Signature, School Dean	Date
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