

CHEMISTRY DEPARTMENT, IOWA STATE UNIVERSITY
REQUEST FOR TRANSFER OF GRADUATE CREDIT TO A
CHEMISTRY PROGRAM OF STUDY

Transfer credit can be given for a course which contains subject matter that is considered graduate study material at the ISU Chemistry Department. According to Section 4.2.3. of Form M, transfer credit is not given for a course in an area in which a student failed the Diagnostic Examination, for a course in which the student received a grade below B, or for a course which is not comparable to a graduate level course in this department. Also, transfer credit cannot be given for courses that were applied to a student's undergraduate degree. In order to receive transfer credit, the following supporting material must be submitted: (1) copy of grade transcript; (2) name of textbook used and of list of chapters covered; (3) personal material such as notes taken, homework, examinations, etc.; (4) a clear outline of at least 400 words describing the course content in the student's own words.

NAME OF STUDENT (printed): _____ Major Area: _____

On the basis of the material submitted herewith, I request that the following course credits, which I earned at another university, be accepted for my Program of Study.

Institution: _____ Course Name: _____

Year: _____ Semester Credits: _____ Grade: _____

Equivalent ISU Course Name: _____ Course Number: Chem _____

Type of Credit (X, Y, Z): _____

Signature of Student

Date

EVALUATION AND RECOMMENDATION BY ISU FACULTY MEMBER EXPERT REGARDING THE ISU COURSE:

Signature of Faculty Member

Date

APPROVAL OF REQUEST:

Program of Study Committee: _____

Graduate Affairs Committee: _____
