College of Arts and Sciences
Cornell University

APPLICATION FOR CREDIT FROM OTHER INSTITUTIONS

Please print this document, complete it, and return completed form to Arts and Sciences Admissions and Advising Center, KG17 Klarman Hall, Ithaca, NY 14853. Approved credits earned at institutions other than Cornell count as out of college credits, i.e., not as part of the 100 credits required in Arts & Sciences courses at Cornell. **Maxima:** regular term, 15 credits; summer session (3-5 weeks), one credit per week plus one credit; (6 weeks or more), one credit per week plus two credits. In order to transfer credit, you must earn at least a grade of C (not C-) or above, and have an **official transcript** sent to the Arts and Sciences Admissions and Advising Center, KG17 Klarman Hall, Ithaca, NY 14853. Criteria for granting credit (including standard for grades), vary by department. College courses taken during high school may be available for transfer credit. No credit, however, will be awarded for courses taken during high school, unless the student attended the course(s) on a college or university campus (i.e., no credit will be awarded for courses designated college-level if the courses were offered in the student's high school). Further, no credit will be awarded for a college-level course taken during high school if the course was used to fulfill high school requirements or one of the 16 high school units required for admission.

Name_____Date_____Graduation Date _____

CUID_____Local Email _____

Local Address_____Local Phone _____

Advisor_____Advisor's Dept _____

Course Information:

Name of Institution_____Duration of course____/___/___to___/___/___

Course #_____Course Title _____

Source of Transfer Credit:

[ ] Summer Session [ ] Leave of Absence [ ] Mid-year Freshmen [ ] HS Campus [ ] College Campus

[ ] Other (explain) _____

HS Graduation Date_____Does this credit count toward HS graduation? [ ] Yes [ ] No

The above credit should be applied toward:

[ ] Equivalent Cornell Course, if any _____

Course Department Approval_____Date _____

[ ] Elective: Equivalent credit hours_____Next Cornell course, if any _____

Major Advisor's Approval (if for major credit) _____