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: (please obtain both Course Department and Major Advisor approval)
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) __________________________________________