TRANSFER COURSE REQUEST

This form must be submitted to the School of Engineering & Computer Science Advising Office (159 DHE) for approval to take a course(s) at any other institution other than Oakland University. This form must be submitted PRIOR to enrolling in the course(s).

PLEASE PRINT OR TYPE:

Name: ___________________________________________ Grizzly ID: G00:____________________
Address: _________________________________________ Major: ____________________________
City:________________________ STATE________ Zip:________________________
OU Email: __________________________ Day Time Phone: __________________________
Institution you plan to attend: Name________________________ City________________________
Semester of planned enrollment ______Fall ______Winter ______Summer ______ Year__________

<table>
<thead>
<tr>
<th>Course #</th>
<th>Course Title</th>
<th>OU Equivalent (if any)</th>
<th>What requirement does this course satisfy?</th>
<th>Course Approved or Denied</th>
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<td>(List Gen Ed category or Major requirement)</td>
<td>Approve</td>
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Student Signature: __________________________________________ Date: _____________________

NOTE TO STUDENTS

• The maximum number of hours transferable from a community college for programs in SECS is 64 credits.
• You must receive a grade of “C” or better to transfer a course to Oakland University.

STUDENTS ARE RESPONSIBLE FOR:

• Checking the transfer equivalency guides for approved transfer courses (http://www2.oakland.edu/admissions/tce/).
• Completing the Michigan Uniform Undergraduate Guest Application (http://www.oakland.edu/Guest_Application).
• Requesting an official transcript be sent to the Oakland University Academic Records Office (100 ODH) upon completion of the course(s).

Reason for Denial(s): __________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

Adviser Signature:______________________________________ Date: _____________________

9/2012 Date Mailed: _____________________