

Undergraduate Petition for Advanced Approval of Transfer Work Taken in the United States

[This form is not used for coursework taken abroad.]

This form is used by SMU students studying under the University Curriculum who wish to take post-matriculation transfer work at another institution IN THE UNITED STATES.

Name:				SMU ID#:	
	(Last)	(First)			
Email Address:				Telephone:	
Major/Pre-Major:				Date:	
I request permissio	n to take	(Course Designation)	;	at(Institution)	
in	ity)	(State)	during	Semester/Year (valid for above term only	
·		,		,	,
Institutional Type:				I l Term: ☐ Semester ☐ Quarter*	
I will take this class	s: O	n-Campus O	n-Line		
awarded by Deadline Note: This reviewed by severa the SMU Withdrawa deadline may resul It is imperative that approvals found or prior approval for to	that institution Advance Apul different of the tin delays distributed to the tin delays distributed to the next paransfer work	on. pproval of Transfer \ fices. Therefore, you reqular term preced ue to the multiple ap til your petition is re ge BEFORE enrolling	Nork form and ir completed P ling your prope provals requir viewed and ap g in any transf that they will r	re transferred with 65% of the number of d all accompanying documentation muse. Pre-Approval Petition must be submitted to sed transfer work. Submission after red for this type of request. Opproved by ALL 5 of the necessary fer courses. Students who fail to secureceive credit for this coursework.	ust be <u>ted by</u> r this
•		еск арргорнате вохл	0x63).		
☐ As a free ele					
☐ To fulfill a red	quirement for	my major. Specific R	equirement:		
☐ To fulfill a red	quirement for	my minor. Specific R	equirement:		
☐ To fulfill a red	quirement for	the University Curricu	lum: Pillar or Bı	readth/Depth only.	
UC2012: S _I	pecific Requir	ement:			
UC2016: Si	pecific Requir	ement:			

Attach a current syllabus and any additional information that you have about this course.

For information on requesting Proficiencies & Experiences, email theuc@smu.edu. To request approval to fulfill the Second Language Requirement, email secondlanguage <a href="mailto:secondlan



Undergraduate Petition for Advanced Approval of Transfer Work Taken in the United States

[This form is not used for coursework taken abroad.]

<u>Policy Notes:</u> Transfer courses from regionally accredited institutions, for which advanced approval has been obtained and in which a grade of C- or higher has been earned, may apply toward an SMU degree. Courses taken Pass/Fail will not count toward major, minor, or UC requirements. A maximum of 30 hours may be transferred in after matriculation at SMU. A written petition must be on file in the Registrar's Office and in the school of record. All approvals are subject to policies as stated in the SMU undergraduate catalog.

To receive SMU credit for the course, the student must have an official transcript with the final grade sent to the University Registrar, P.O. Box 750181, Dallas, TX 75275-0181.

I understand the final transferability/applicability of transfer credit will be determined after SMU receives my final transcript from the above institution. I understand the number of credit hours of the transfer course is determined solely by the transfer institution, not by SMU.

Student Signature:	Date:						
Approvals – Please sign AND print your name.							
	APPROVED	NOT APPROVED	DATE				
1) Academic Advisor:							
Recommendation by Chair of SMU department offering equivalent course: The SMU Equivalent assigned by the department offering the equivalent course is:							
(Course Prefix) (Course Number) (Course Title) To recommend transferability without a direct equivalent, department representatives can use an "XX" or ""YY" course number; example, HIST 10XX or MSA 20YY, etc. These courses will transfer back to SMU and can be considered for UC requirements.							
Chair of SMU department offering equivalent course:							
Course's Records Office/Academic Dean/Director:							
Student's Records Office/Academic Dean/Director:							
5) Assistant Provost for General Education (required for any course numbers that have UC implications—even if a UC component is not being requested): G02 Clements Hall							

Comments: