

Transfer Credit Equivalency Request

This form is to be completed by transfer students whose transfer credit has been accepted and posted to their Harding transcript as elective hours. Elective hours indicate the credit was transferable but the course has not been equated to Harding University courses. Students should review their transfer evaluation prior to completing this form. For courses in the major field, course descriptions should be attached to this form. The descriptions should be printed from the college's website or copied from the catalog, not hand written. Attach the descriptions to this form. (In some instances the request will be sent to the department chair for approval for equating the class.)

Student's Name _____ H# _____

Address _____ Phone: _____

City, State, Zip _____ Harding Box # _____

Email Address _____

Degree Seeking: _____ Major _____

Are you currently enrolled at Harding? Y N First Semester at Harding: _____

Transfer College Name _____ State _____

When did/will you complete this course? Semester/Year: _____

Transfer Course Completed				Request Equivalency for Harding Course			
Prefix	Number	Title	Hours	Prefix	Number	Title	Hours

(Use another form for other courses)

I request the course listed be equated with the Harding course:

Signature of Student: _____ Date _____

Complete the request and submit it to the Registrar (Admin Bldg 106).

Approved _____	Denied _____
Registrar _____	Date _____

For Department approval: