



# Graduate Student Transfer Credit Approval

Office of the Registrar | P: 617.287.6200 | E: [external.credit@umb.edu](mailto:external.credit@umb.edu)

Graduate students may receive transfer credits for graduate courses completed at other accredited institutions. *Courses taken as part of UMass Intercampus Course Exchange programs (ICX) are not transfer credits.*

Transfer credit equivalency is determined by the Graduate Program Director and subject to final approval of the Associate Vice Provost for Graduate Education and Registrar’s Office. **Submit completed forms to [external.credit@umb.edu](mailto:external.credit@umb.edu).**

Student Name: \_\_\_\_\_ ID #: \_\_\_\_\_

Graduate Program/Plan: \_\_\_\_\_

## GRADUATE COURSE(S) TAKEN AT ANOTHER ACCREDITED INSTITUTION (MAX 6 CREDITS)

### Criteria:

- Courses were not used to fulfill requirements for another degree.
- Credits were earned no more than seven years prior to matriculation into the program.
- Public Service or Professional Development Work/Courses are not transferrable.
- Grade is “B” or better. Pass/Sat grades are unacceptable unless the official transcript states that Pass/Sat is equivalent to “B” or better.
- An official transcript must be included, on file, or sent to the Registrar’s Office at the above email address once the coursework is completed.

SCHOOL NAME (1 form per school): \_\_\_\_\_

Off-Campus Course Information				UMB Equivalency
SUBJECT/ COURSE #	COURSE NAME	# OF CREDITS	SEMESTER/ YEAR	UMASS COURSE OR REQUIREMENT

## UMASS BOSTON GRADUATE CREDITS TAKEN AS AN UNDERGRADUATE (MAX 6 CREDITS)

### In addition to the criteria above:

- UMass Boston undergraduate students who will earn more credits than needed for the bachelor’s degree may register concurrently for graduate credits.
  - *These credits will be removed from undergraduate credit and GPA totals so must be done before the bachelor’s degree is awarded.*

SUBJECT/ COURSE #	COURSE NAME	SEMESTER/YEAR

Student Signature & Date: \_\_\_\_\_

Registrar Office:  Approved  Denied

Notes:

GPD Signature & Date: \_\_\_\_\_