

**Claremont McKenna College
Pre-Approval Form for Transfer Credit**

Instructions: Please fill out this form and obtain approvals for each course you intend to transfer in to CMC. If you are requesting pre-approval for more than 2 courses or multiple transfer schools, complete a separate form. Each course must have approval from the appropriate CMC department chair in order to be used for GE or major credit. If the course will be used for pure elective credit, Departmental Approval is not required. Advisor signature is always required. Return completed form(s) to the Registrar's Office.

<u>Student Information</u>		
Name _____	ID # _____	Class _____
Are you a transfer student? _____ When will transfer course(s) be taken? _____		
<u>Transfer School Information</u>		
School Name _____		
Are these courses offered as part of an Extension Program? _____		
Is the Transfer Credit School on a Quarter or a Semester system? _____		
<u>Course Information</u>		
1) Course # _____	Title _____	# Credits _____
Have you taken a course equivalent to this before? _____ If yes, Course # & Title _____		
Departmental Approval: Does this course satisfy a GE or major requirement? _____		
If yes, which requirement or course equivalency? _____		
Department Chair Signature _____		
2) Course # _____	Title _____	# Credits _____
Have you taken a course equivalent to this before? _____ If yes, Course # & Title _____		
Departmental Approval: Does this course satisfy a GE or major requirement? _____		
If yes, which requirement or course equivalency? _____		
Department Chair Signature _____		

If the Transfer Credit School is Harvey Mudd, Pitzer, Pomona, or Scripps, you have the option to include the transfer course(s) in your CMC GPA. Do you want this course(s) to count into your CMC GPA? _____

Academic Advisor's Signature _____

Registrar's Approval _____ Date _____

Credit Conversion Ratio:

4 semester credits = 1 CMC credit

6 quarter credits = 1 CMC credit

CMC equivalent units _____