College of Graduate Studies
Transfer Equivalency Form

Name: ________________________________  MTSU ID # ______________________

Current Program: __________________________  Concentration __________________

Transferring Institution: _______________________________________________________

Effective Term: __________________________  What term was this course taken?

Courses used in satisfaction of previous degrees are not normally transferable. Official Transcripts with course and grade from institution must be submitted to the College of Graduate Studies. No transfer work will be accepted with an earned grade below a B. Courses taken seven (7) or more years prior to admission to MTSU will not be considered for transfer credit. See Graduate Catalog for more information on transferring courses.

Transferring Course Information:

Course ID # ________________

Course Title ________________________________________________________________

Credit Hours: ________________  Grade Earned: ____________________________

Attach documentation verifying course equivalency (catalog course description, course syllabi, course outline, etc.)

MTSU Equivalent Course Information:

Course ID # ________________

Course Title ________________________________________________________________

Credit Hours: __________________________

_________________________  __________________________  ______________
Graduate Advisor Recommendation (Print)  Signature  Date

_________________________  __________________________  ______________
Graduate Program Director Approval (Print)  Signature  Date

_________________________  __________________________  ______________
College of Graduate Studies Approval  Date

If a Degree Plan has been filed in the College of Graduate Studies a Change in Degree Plan form must be submitted to reflect transfer work.