



**Central Connecticut State University
Office of the Registrar**

Undergraduate Transfer Credit Approval

Student Name: _____

Student ID Number: _____

Name & Location of Host Institution: _____

Semester Attending: _____

This form is to be used by current CCSU undergraduate students and must be completed in its entirety and submitted to the Office of the Registrar before the course is taken. Please refer to the CCSU catalog for [transfer credit policies](#) and the [transfer course equivalency database](#). Graduatelevel course work will not be considered for transfer credit.

An email will be sent to your CCSU account with a copy of the approved form.

Transferring Credits (to be completed by student):			CCSU Course Equivalents (to be completed by Registrar Staff):			
Subject & Course #	Title	# of Credits	Subject & Course #	Title	# of Credits	Gen Ed Credit

Transfer Credit Policy & Procedures:

- *A minimum grade of C- must be earned for a course to be eligible to transfer.
- *Transfer credit is based on current course equivalencies.
- *Transfer courses will not affect your CCSU GPA.
- *Continuing undergraduate students should have an official transcript sent electronically to the CCSU Office of the Registrar immediately after the course has been graded – regstaff@ccsu.edu.

- *This form is for course work that has not yet been completed.
- *Consult with your academic advisor for use of course and credit in your program.
- *It is the student’s responsibility to ensure that courses taken at another institution will meet CCSU program requirements.

By signing below, you acknowledge that you have read and acknowledge all applicable policies and procedures.

Student Signature Date

CCSU Transfer Credit Evaluator Approval Date

Submit the completed form to:
Office of the Registrar, Willard-DiLoreto, Room D202
Fax (860) 832-2250, E-mail regstaff@ccsu.edu