Transfer Credit Policy:
- Transfer credit may be approved by the Dean, School of Education and Professional Studies, when:
  - Graduate courses have been completed at an accredited institution.
  - Courses carry a grade of “B” or higher.
  - Courses are related to the student’s planned program at Eastern.
  - Verified by an official transcript.
- Six pre-approved credits will be transferred from ARC. In addition, six credit hours may be accepted from graduate programs in the Connecticut State University system.
- Matriculated students wishing to take graduate courses at another institution must receive advance permission from the advisor and approval from the Dean.

Students must complete at least one-half of their academic work at Eastern Connecticut State University.

I wish to transfer the following courses for credit toward my master’s degree:

Transcript received: _______________________

Student_______________________________________ ID#_____________________________
Please Print

ARC Completion Date _______________________

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Number</th>
<th>Title</th>
<th>Credits</th>
<th>Name of Institution</th>
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<td>3</td>
<td>ARC</td>
</tr>
<tr>
<td>RLA</td>
<td>514</td>
<td>Process, Development and Teaching of Writing</td>
<td>3</td>
<td>ARC</td>
</tr>
</tbody>
</table>

Signatures:
- Student: ___________________________ Date_____________________
- Advisor: ___________________________ Date_____________________ 
- Dean: _____________________________ Date_____________________

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GRADUATE DIVISION