

**SCHOOL OF LIBERAL ARTS GRADUATE STUDENT TRANSFER  
CREDIT REQUEST FORM**

**I. TO BE COMPLETED BY STUDENT**

DATE: \_\_\_\_\_

MEMO TO: \_\_\_\_\_  
Student's Advisor

FROM: \_\_\_\_\_  
Student Name/I.D. Number/Department

RE: **TRANSFER CREDIT**

I would like to request that the following courses be transferred from my:  
(check one) graduate \_\_\_\_\_/ undergraduate \_\_\_\_\_ program record from:

\_\_\_\_\_  
(University Name)

to my: (check one) Master's \_\_\_\_\_/ Doctoral \_\_\_\_\_ program record at Tulane University.

**LIST Courses Names/Numbers/Credit Hours & Attach Transcripts:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

**II. TO BE COMPLETED BY THE DEPARTMENT: This form must be approved  
and returned by the Department to the School of Liberal Arts, 102 Newcomb  
Hall.**

Number of credits to be transferred: \_\_\_\_\_ (**Attach Transcript**)

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Student's Advisor

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Department Graduate Advisor or Dept. Chair

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Dean of the School of Liberal Arts