



Request for Course Transfer Credit

With the approval of your department and the School of Graduate Studies, transfer credit may be granted for graduate work completed in another program, provided that the course(s) has not been credited towards another degree, diploma, certificate or any other qualification. Transfer credit will be limited to the equivalent of one full course or 25% of the program course requirements, whichever is greater.

Students participating in an approved exchange program on the recommendation of their graduate unit may receive transfer credit for up to 50% of the course requirements for their degree. Transfer credit arrangements for exchange program participants must be approved in advance by the School of Graduate Studies.

SECTION 1: To be completed by the student and Graduate Department and returned to the Registrar's Office, Graduate Unit, OISE

Name: _____ Student Number: _____

Department: _____ Degree: _____

Course Number and Title	Credit Weight (half/full)	Institution Where Taken	Session	Grade
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

I request transfer credit for the above course(s) toward my _____ degree at OISE.

Note that receiving previous course credit from this institution or another university does not reduce the total Degree Fee payable at the University of Toronto (i.e., fee credit is not given for transferred courses).

Student's Signature: _____ Date: _____

Department Chairperson: _____ Date: _____

SECTION 2: For SGS use only

Transfer Credit: () Approved () Refused

SGS Signature: _____ Date: _____