

Transfer Credit Pre-Approval

(formerly "Request for Permission to Study Outside CLA")

HOLT undergraduate & CLA students:
Submit to the Office of the Registrar by email or in Carnegie Hall (100)

Undergraduate students may take courses at other regionally accredited institutions, though these courses do not count toward the College's residency requirements.

- x Students must secure approval of both the institution and specific courses prior to enrollment at another

Student Name: _____ Student Name in official course description or syllabus may be required upon request.

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Course Number	Course Title	Credit Hours	Major/Minor Courses		Gen Ed Courses Office of the Registrar Use Only	
			Substitute for: (ex. BUS 100)	Approved by: (Initials)	Substitute for:	Approved by:

Student Signature: _____ Date: _____

Advisor Approval: _____ Date: _____

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Chair, Major Department: _____ Date: _____

I have indicated above with my initials those courses fulfilling major requirements • Ž Š œ Ž 1 ™ › ' — • 1 — Š — Ž 1 Š — • 1 œ ' • — ĩ

Chair, Minor Department: _____ Date: _____

I have indicated above with my initials those courses fulfilling minor requirements • Ž Š œ Ž 1 ™ › ' — • 1 — Š — Ž 1 Š — • 1 œ ' • — ĩ

Registrar Approval: _____ Date: _____