

Application for Credit Transfer

Student No. _____ Name: _____ Signature _____

Degree Program: _____ Institution you attended: _____

Period of study abroad: _____ Date of Application _____

| Course title | Instructor's name | Total Contact Hours * | Credit number | Category** at IUJ to which you would like it transfer |
|--------------|-------------------|-----------------------|---------------|---|
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* Total class hours do not include examination

<Confirmation by the Host Institution>

I confirm that the above course information is correct.

Name of Host Institution _____

Date _____

Name _____

Title _____

Signature

<Confirmation and approval by Supervisor>

Supervisor's name: _____

Signature

** A: Core Elective Courses, or B: Electives

- Only the credits that you apply to transfer will be filed in your permanent records at GSIR. In a credit transfer process, you can select which credits taken at host institutions shall be transferred. For example, if you obtained from 3 courses in which grades A, B and C have been received, respectively, you can apply to transfer only grades A and B to avoid deteriorating your GPA.
- Please submit this form to the Office of Academic Affairs with copies of the course syllabi.