The form must be completed prior to enrolling. To ensure that credit will transfer, this form must be completed prior to enrolling.

Is this a Study Abroad Experience? YES ☐ NO ☐

Name of college I plan to attend or have attended (one college per form please) ________________________________

Course Number | Course Title (attach course description and/or syllabus) | Credit Hours | Requested JMU Equivalent | Check Type of Credit Requested
| | | | | Gen Ed.* | Major or Minor | Elective | Degree (B.A. or B.S.) |

To be completed by student

Study Abroad/International Credit: For all coursework taken abroad, you must secure approval from the Office of International Programs and submit this form to the Office of the Registrar prior to departure.

☐ Consortium Student

Authorized Signature

Academic Probation/Suspension: If you are a student on academic probation or suspension, you must secure the approval of the dean of your major college to take course work at another institution.

Provost/Dean

To be completed by unit head

General Education Credit: Approval is required by University Programs (Associate Vice Provost or appropriate Cluster Coordinator) in order to apply this course toward your General Education requirements for courses outside of the VCCS system.

Authorized Signature

Major/Minor or Degree Credit: To apply this course toward your major, minor or a degree requirement, approval by the academic unit head where the JMU equivalent is taught is required, unless the course is listed on the JMU/VCCS transfer web site. For COB courses please visit the COB transfer credit web site.

Authorized Signature

Office of the Registrar: This signature must be obtained in all cases. For pre-approved courses listed on the VCCS transfer guide, forms may be submitted directly to the Registrar. For all other courses, submit to the Registrar after obtaining all other relevant signatures.

Authorized Signature