

Petition to Transfer Graduate Credit
For MAT, MEd, MS, EdS, EdD and PhD Students



Name:	Panther ID:
Student email:	Phone:
Degree/Major:	Catalog:

TRANSFER CREDIT GUIDELINES

- Credit must be from a regionally accredited institution
- Grades below B are not acceptable
- Credit must be no older than six years at the time of graduation
- Credits to be transferred cannot be taken the term of graduation
- Students must complete a minimum of 27 semester hours of graduate credit in residence

TRANSFER CREDIT PROCEDURES

- A separate petition is required for each course prefix for which the student is requesting transfer credit to the petition may be routed to the appropriate department for review
- Attach copy of course description and/or syllabus for each course
- Attach a copy of the transcript
- Obtain advisor’s approval and signature
- Submit to the department of Georgia State equivalent course for approval
- Submit completed form and attachments to the Office of Graduate Student Services

COURSE TO BE TRANSFERRED PREFIX, NUMBER, TITLE:	INSTITUTION WHERE COURSE(S) WAS TAKEN:	GEORGIA STATE EQUIVALENT:

Advisor’s Signature:	Date:
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Department of Georgia State Equivalent Course (not required if outside of College of Education & Human Development):

Approval:	Date:
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AFTER signature obtained, submit form to: Office of Graduate Student Services, CEHD Bldg., Suite 300