



AUTHORIZATION TO TRANSFER CREDIT
Due Nov 15 for spring, May 1 for summer/fall

_____ 80 _____
 Name of Student (please print) Davidson ID#

_____ _____
 College/Univ (include sponsoring program) Location

Your Major: _____ Adviser: _____

Term	Year
Summer	
Fall	
Spring	
Full Year	

Note: Often, you will need to take five classes elsewhere in order to receive the 14 minimum semester credits needed to receive four Davidson classes in transfer. Classes must be transferable in order to count in the total. You may transfer a maximum of four classes per fall/spring semester.

Please provide information about the classes (or ones similar ones) you plan to take at the other school.

** Please list credits in semester hours or quarter hours, if known.

Academic Dept	Course Number	** Semester or Quarter Hour Credits	Title (short version)

I have read the transfer credit practices on the second page of this form.

_____ Date _____ Student Signature

Registrar's Office preliminary transfer evaluation:

Subject	Course Number	Title	Distribution/other requirement

Comments:

Date: _____

Reviewer initials: _____ Angie Dewberry / Marcia Stoutjesdyk

DAVIDSON COLLEGE PRACTICES REGARDING TRANSFER CREDIT

Updated February 13, 2017 / Registrar's Office

Eligible colleges and universities:

Davidson College accepts credits from other colleges and universities based upon equivalency in terms of level, content, quality, comparability, and program relevance to a liberal arts curriculum. The college or university must be accredited for a liberal arts and general program or have similar accreditation abroad. For classes entering prior to the fall of 2015, coursework cannot be transferred from a community/two-year college after the completion of the sophomore year.

Eligible courses / course numbers:

1. Authority for approving transfer credit rests with the Registrar, who also may determine whether a course satisfies a non-major graduation requirement. Authority for determining whether a transfer credit will count toward a major, a minor, or an interdisciplinary minor rests with the appropriate chair.
2. Courses must be consistent with the academic objectives of a liberal arts curriculum and the mission of Davidson College.
3. *Starting with the Class of 2019*, a maximum of two online/hybrid courses may be transferred. The courses must involve ongoing interaction with instructors, i.e., not independent, self-paced modules.
4. Initially, most transferred courses are given the course number 199 (a generic number for transfer) or 199C (also generic, but counting as distribution or the like). The chair of a department or director of an interdisciplinary minor may ask the Registrar to assign a different number for courses likely to count toward a major, minor, or interdisciplinary minor. Ordinarily, that will take place after the student has returned; often, the chair or director will want to see the course syllabus and/or the student's submitted work. If there is no matching Davidson department, the course will transfer as UNS (Unspecified). Such courses may occasionally count towards distribution requirements.
5. The course must be completed with a grade of C-minus or better. "Pass" grades (or similar) are accepted only if the transcript indicates that the grade represents work of C-minus or better. The Davidson transcript shows a:
 - a. Letter Grade or a P grade for Davidson faculty taught courses
 - b. P grade for Non-Davidson faculty taught courses on Davidson programs
 - c. UG grades for Non-Davidson faculty taught courses on non-Davidson programs.
6. Courses that do not transfer include courses in management, marketing, advertising, or computer skills not strongly based in theory. Internships do not transfer.

Transfer credits and grades do not affect Davidson GPA and do not count toward the limit of P/F.

Course load:

Because Davidson courses technically are four credit hours each, we require a minimum of 14 semester hours ("American credits") to transfer as four Davidson courses. We do not transfer more than four courses in a semester or two in a summer, though in a few special cases approved in advance, three in a summer may be permissible. In general: 3-5 semester hours yields one Davidson credit; 6-9 yields two; 10-13 yields three. A course rated as fewer than three semester hours may be included as part of a total, but will not transfer separately. Often, the student will need to take five approved courses elsewhere (15 semester hours) to be awarded four Davidson credits; the student may choose which four of the five course titles will transfer.

Administrative:

1. There is an administrative fee of \$350 for students in fall or spring study abroad programs not affiliated with Davidson.
2. Davidson may not release the transcript issued by another institution to a third party.

It is the student's obligation to have transcripts sent directly to:

**Registrar's Office
Davidson College Box 7154
Davidson, NC 28035-7154**

The student should make these arrangements immediately upon completion of the program.