University of Kentucky
The Graduate School

TRANSFER OF CREDIT
for Master's or Specialist Degree

A maximum of nine semester hours or twenty five percent of the semester hours required for the degree concerned, whichever is greater, of regular graduate course credits completed at an accredited university, may be credited toward the minimum requirements of a Master's or Specialist degree. The following rules apply: course credits applied toward a previously awarded graduate degree cannot be transferred; transfer of independent work, research, thesis or dissertation credit is not permitted; only courses assigned a B grade or better can be transferred; short courses lasting fewer weeks than the number of credits may not be transferred; students must be in good academic standing at the time of transfer; courses must have been taken in graduate status.

NAME: _____ **STUDENT ID**: _____
Last **First** **M.I.**

CURRENT ADDRESS: _____

E-MAIL ADDRESS: _____ **TELEPHONE #**: _____

PROGRAM: _____ **DATE OF REQUEST**: _____

COLLEGE/UNIVERSITY	COURSE NUMBER	COURSE TITLE	CREDIT HR	GRADE RECEIVED	DATE TAKEN

TOTAL CREDIT HOURS TO BE TRANSFERRED: _____

SIGNATURE: _____
Director of Graduate Studies

APPROVED: ☐ **YES** ☐ **NO** _____ **DATE:** _____
Senior Associate Dean

ENTERED: _____ **NOTIFIED:** _____

09/09