Undergraduate Program of Study
Transfer Credit Pre-Approval Form
FOR USE BY CURRENTLY ENROLLED UCA STUDENTS ONLY

Student should secure written approval from the chair of the major or minor department or Director of General Education prior to enrolling in course(s) at another institution. Approved course(s) will be recorded upon receipt of an official transcript. Only credits with A, B or C grades are transferable. Credit earned while on academic suspension from the University of Central Arkansas will not be accepted.

TRANSFER COURSE(S) FROM: _____ **STATE:** _____

PROGRAM REQUIREMENTS UCA EQUIVALENT SATISFIES

Dept Prefix	Course Number	Transfer Course Title	Credit Hours	UCA Equivalent	UCA Dept Prefix	UCA Course Number
				Substitution		
				Substitution		
				Substitution		
				Substitution		
				Substitution		

THE FOLLOWING APPROVALS MUST BE MADE BY THE APPROPRIATE PERSONNEL:

Department Chair: _____ **Date:** _____
Approval of a transfer course(s) for a major and/or minor is valid only so long as the student does not change to another program of study.

Director of General Education: _____ **Date:** _____
Approval of transfer course(s) to be used for general education only.

FOR OFFICE OF THE REGISTRAR USE ONLY

Accredited Institution: ☐ Yes ☐ No
Comments: _____

_____

_____

_____

Copies: Advisor ☐; Chair ☐; Student ☐; Graduation Folder ☐

By:_____ Date: _____
09152009

I understand and agree by the terms of this approval form.

_____
Students Signature Date

ID #: _____

Name: _____
First Last

Local Address: _____
Street Apt #

_____
City State Zip