UNIVERSITY OF NORTHERN IOWA—GRADUATE TRANSFER CREDIT EVALUATION FORM

(for use by currently enrolled UNI Graduate Students only)

This information is requested to process this graduate transfer credit evaluation form, pursuant to Chapter 22 Code of Iowa. Since all items are required, incomplete forms cannot be processed.

Student Instructions:

- **Please type or print all information.**
- **Consult with your advisor to determine which courses you need to complete your UNI degree.**
- **Complete the Student Information (A) and Transfer Course Information (B).**
- **Send the form directly to the Registrar's Office at your transfer institution for completion of (C). Only forms received directly from the transfer institution will be processed.**
- **Your department will notify you if the course is eligible for transfer. The eligibility of the course is contingent on the course being taken in graduate classification, in the manner indicated on this form, with a grade of B- or better. You must also have an official transcript showing the grade for the course sent from the transfer institution directly to UNI Admissions.**

A. Student Information:

Name _____ UNI Major _____

Other names under which your records may appear: _____

Address _____

_____

Telephone Number _____ Email _____

B. Transfer Course Information: Please use a separate form for each course.

Unabbreviated Name of Transfer Institution: _____

Institution Address (City & State) _____

Course Number	Course Title	Course Hours	Semester & Year
_____	_____	____	_____

C. Information to be completed by Transfer Institution (Registrar's Office):

Please answer the following questions so we can inform the department about the status of the course.

☐Yes ☐No Is this a regular graduate course (not professional development or college credit through an Educational Agency or Conference or by correspondence)?

☐Yes ☐No Was this course taught by your regular Graduate faculty?

☐Yes ☐No Would this course apply as a graduation requirement on your graduate degree programs?

☐Yes ☐No Is this course being used toward a degree at your institution?

☐Yes ☐No Are there any restrictions on applying this course to your graduate degree programs?

☐Yes ☐No Is this a workshop course?

☐Yes ☐No Is the course number a special topics or common course number that can be repeated for credit? Maximum number of hours (if applicable) _____

Signature _____ Date _____

Title _____

Thank you in advance for your help and time in this important matter for our student.

Please return this completed form directly to:
Attn: Laurie Russell, Office of Admissions, University of Northern Iowa, Cedar Falls, IA 50614-0018.