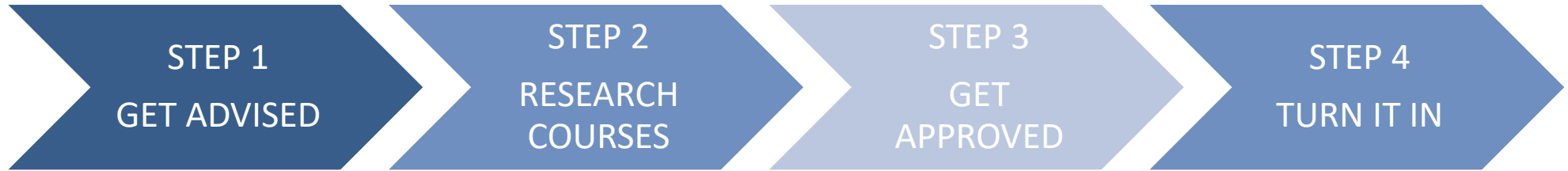


UW Oshkosh Transfer Credit Pre-Approval Directions



- What gaps do I have on my advisement report?
- Do any courses have prerequisites?
- If studying abroad/away, email oe@uwosh.edu for program advising.
- Decide on potential courses at institution.
- If courses are found in [TIS Course Wizard](#), you do not need to complete a Pre-Approval Form.
- Collect course titles, course descriptions, and/or syllabi.
- Fill out Pre-Approval Form.
- Review “Who Approves What” and Transfer Policy.
- Schedule appointment(s) to discuss course transfers. Bring course information and Pre-Approval Form to be reviewed and signed.
- Return the completed form to the Registrar’s Office, for further processing.
- If you decide not to take the course(s), or study abroad/away, please inform the Registrar’s Office.

WHO APPROVES WHAT?

Major Coursework: Coursework required for your major is approved by the Faculty in the major department.

Minor Coursework: Coursework required for your minor is approved by Faculty in the minor department.

**All College of Business course requests can be dropped off at Sage 1608*

General Education Coursework: Coursework applied to the general education requirements is approved by Julie Meyer, Transfer Coordinator. To schedule an appointment, please e-mail: meyerja@uwosh.edu or call: (920) 424-0372 or stop by: Dempsey Hall 130.

TRANSFER POLICY

At least 15 of the last 30 credits toward a degree must be earned at UW Oshkosh (UWO). These are University policies but College and/or Department policies may be more restrictive. Consult your Advisor. When you study abroad/away on a program which does not grant UWO credit, you may be able to transfer your courses to UWO at the end of your program provided you have solicited prior approval for course and transfer credit. Transfer without prior approval is neither automatic nor guaranteed. Generally, credits taken through programs at other UW Schools, or other accredited schools in the United States are transferable. When transferring international coursework, UWO course equivalencies and credits are recorded on the UWO transcript, but transfer course grades are not generally recorded. Even if recorded, grades are not calculated into the official GPA. Current course transfer rules at the University do not allow for exemptions to this policy. All international courses will be given passing grades only, unless noted otherwise on the approval. Only courses which are the equivalents of UWO courses will transfer to UWO (many courses will transfer in as general education courses or as electives). Systems for awarding credit vary from country to county. At UWO, 42 class hours equals three credits. In other systems, more or fewer credits may be awarded for the same number of course hours. UWO awards 12-15 credits for a full-time load while in other systems, students can earn as many as 30 credits for the same load. When transferring courses back to UWO, the number of credits you receive will be based on the UWO system.

UW Oshkosh Transfer Credit Pre-Approval Form

Student: Please fill this form out completely

STUDENT INFORMATION

Last Name:	First Name:	Student ID:
Phone:	UWO E-mail Address:	@uwosh.edu

COURSE INFORMATION

External College/University Name:	Location:	Web Address:
Term: Fall Spring Summer	Year: 20__	Calendar: Semester Quarter
Study Abroad: Yes No <small style="color: red;">If yes, a signature from the Office of International Ed. (Dempsey 202) is required.</small>	National Student Exchange: Yes No <small style="color: red;">If yes, a signature from the Office of International Ed. (Dempsey 202) is required.</small>	Office of International Ed. Signature: _____

To be Completed by the Student

To be Completed by the Department/Admissions Office

Course Number	Course Title	Credit Hours	UWO Course Number	UWO Credit Hours	Signature & Notes
Ex: ENG 101	English Composition I	3			

Student's Signature: _____ Date: _____