

**THE COLLEGE/UNIVERSITY OF THE BAHAMAS
REQUEST FOR TRANSFER CREDIT**

Normally, transfer credits will be awarded at the time of admission and processed by the Office of Admissions. Transfer credits will be awarded for courses in which grades of "C" or higher are achieved, the minimum cumulative GPA is 2.00 and for which there is a COB/UOB equivalent. Transfer credits may be awarded for a maximum of 50% of programme or major area credits. A catalogue from the transfer institution and the official course outline for each course to be transferred must be submitted along with the REQUEST FOR TRANSFER CREDIT form. A "T" will be assigned on the official record (transcript) for transfer credits awarded; these will not be included in the calculation of the grade point average. Courses for which transfer credits have not been approved are not eligible for course exemptions.

Name of Student: _____
Please Print

Mailing Address: _____

Telephone: _____ E-mail: _____

Intended Programme: _____ Beginning Semester: _____

Candidate No.: _____ Student No.: _____

Name of Transfer Institution: _____

Accredited: [] No [] Yes Accrediting Body: _____

Period of Attendance: _____

TRANSFER INSTITUTION COURSE FOR EVALUATION				COLLEGE/UNIVERSITY OF THE BAHAMAS EQUIVALENT			
Course Abb/No.	Course Title	Year/Sem Taken	Grade	Course Abb/No	Course Title	Credits	Evaluator's Initials

FOR OFFICIAL USE ONLY

Name/Signature, Chair/Academic Head _____
Date

Name/Signature, Academic Dean/Executive Director _____
Date

FOR STUDENT AFFAIRS USE ONLY

Date Received: _____ Date Processed: _____

Signature, Records Assistant _____
Date

Signature, Director of Records _____
Date