

## GRADUATE COURSE TRANSFER PETITION – Computer Science & Engineering

Course Transfer: The policies for transferring credit are defined in the School of Graduate Studies and Procedures Manual. Rules for transferring credit include: the course has not been applied toward another degree, the total number of transferred credits cannot exceed 12 quarter hours, the grade must be “B” or better, and the student must have an approved program of study on file.

Student Name \_\_\_\_\_

UID \_\_\_\_\_

Check One Box:

- Graduate credit is sought at the WSU 600 level.
- Graduate credit is sought at the WSU 700 level.

In this case you *must supply documentation* that clearly shows that the course to be transferred was a course open only to graduate students. This could be information from a catalog, or a letter from the school.

Please provide the following information in the space below:

- Course Number: The number of the course as it appears on your official transcript.
- Course Title: A complete title of the course.
- College/University: The location where you took the course (the college/university must be of documented acceptable status).
- Course Level: Must be graduate level.
- Date Taken: The quarter/semester and year you took the course.
- Course Grade: The grade you earned in the course (a minimum of “B” is required).
- Catalog/Syllabus: You must attach a copy of the course catalog description *or* the course syllabus.

Course Number	Equivalent Course Title	College/ University	Course Level	Date Taken	Course Grade	Catalog Desc/Syllabus Attached

Additional Comments \_\_\_\_\_

Please submit your petition to: Chair, Graduate Studies Committee, Department of Computer Science & Engineering, 303 Russ Engineering Center, Wright State University, Dayton, OH 45435

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**DEPARTMENTAL RECOMMENDATION:**                      [   ] **APPROVED**                      [   ] **DISAPPROVED**

Signature of Chair, Graduate Studies Committee \_\_\_\_\_

Date \_\_\_\_\_