

CENTRAL EUROPEAN UNIVERSITY-PRIVATE UNIVERSITY

Application for Transfer of Credit

Important considerations. Please read carefully!

- Before applying for credit transfer, please read carefully the *CEU Transfer of Credit Policy*.
- Contact your academic unit prior to submitting the application to determine which of your previous studies and other learning experiences are likely to be relevant.
- If you seek to transfer credit from another educational institution, attach an original, official transcript (or official certified copy), showing the courses and grades achieved.
- Attach a course outline published by the educational institution from which the credit is being transferred. Remember, we welcome as much detail as you can provide to help us evaluate your request.
- You will be notified in writing by the Student Records Office about the results of your transfer of credit request. It takes one to two weeks to process your application. Thanks—and best wishes for success.

Student Information			
• Mr.			
• Ms.			
_____	_____	_____	_____
Last name	First	Middle initial	
Academic unit _____	Degree Program _____	Academic Year _____	

Course-Related Information			
Transfer Institution Name: _____			
Department	Transfer Course Title	Grade	Credits
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Student's Signature _____
Date: _____
(dd/mm/yy)

Application for Transfer of Credit – Please Turn Over

Office Use Only:

Please review this request and the attached material to make specific transfer credit recommendations. Please use the space below for your recommendations and comments.

Mandatory: please indicate if the grade(s) of the transferred courses should be included in the student's GPA.

I recommend · approval · denial Head of Department signature

I recommend · approval · denial
 signature Pro-Rector or Dean of Undergraduate Studies
