**COLLEGE OF** Choose an item.

**Louisiana Tech University**

**RECORD OF TRANSFER CREDITS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name** | Enter text. | **CWID** | Enter text. | **Date** | Click or tap to enter a date. |
|  |  |  |  |  |  |
| **Evaluator** | Enter text. | **Degree** | Enter text. | **Conc.** | Enter text. |

**To the student:** Transfer credit policies and this form can be found in the Graduate School section of the Catalog (<https://catalog.latech.edu/>), under “General Requirements Master’s Degrees” and “General Requirements for Doctoral Degrees.”

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| **Courses Accepted from Other Institutions** | **Louisiana Tech University** **Course Equivalents** |
| **Course Number & Title** | **Credit Hours** | **Grade** | **Institution** | **Course Number & Title** | **Credit Hours** |
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Insert additional rows above as needed.

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|  | **Approved by** | **Approval Signatures** | **Date** |
| **College** | Click or tap here to enter text. |  | Click or tap to enter a date. |
| **Graduate School** | Click or tap here to enter text. |  | Click or tap to enter a date. |

**To the college approver:** Please email the signed form + catalog descriptions of the courses being transferred (preferably as a single PDF) to Deborah Butts (dbutts@latech.edu). Additional documentation (e.g., first day handouts with syllabus and grading policies) are also welcome, preferably in the same single PDF file. Official or verified transcripts showing the courses must be in the student’s file for approval of transfer credits.