



# TRANSFER CREDIT CONTRACT

**Purpose:** Fill out form to request permission to apply for limited transfer credit from another college or university in order to fulfill graduation requirements at North Central State College.

Last Name	First Name	M.I.	N.C. State student ID#
Address	City	State	Zip Code
Area Code - Phone Number	North Central State Major		

I have read the "Conditions for Approval of Transfer Credit" at the bottom of this form. I hereby apply for permission from my major area Divisional Dean or Assistant Dean to fulfill coursework requirements toward a degree at North Central State College while enrolled as a *transient student* at the following college/university:

Student's Signature	Date
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TO BE FILLED IN BY DIVISIONAL DEAN/CHAIR SIGNIFYING APPROVAL					
NC State Course #	NC State Course Title	NC State Credit Hr	Outside Course #	Outside Course Title	Outside Credit Hr

This is to certify that North Central State College agrees to recognize the above transfer credit in accordance with the requirements listed below.

**CONDITIONS FOR APPROVAL OF TRANSFER CREDIT**

1. Before credit may be approved, the student must exhibit an intention to pursue coursework toward a degree and must be in good standing at North Central State College.
2. This contract is limited to a maximum of 5 courses or 15 credit hours for transfer credit. Transfer credit grades are not calculated into grade point average.
3. The college or university at which the student wishes to pursue credit must be accredited by a regional accrediting body. North Central State will refuse to recognize credit completed with less than a "C-" or equivalent grade.
4. The student shall have a two-year time limit from the date of this contract to complete and submit official documents verifying that coursework credit was completed at the approved college.
5. It is the student's obligation to have official transcripts as well as course descriptions sent to the Student Records Office for the above courses.

Divisional Dean/Assistant Dean Signature	Date
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Original to SRO student's file; copy to student, Transfer Credit Specialist.