

**CHEMISTRY DEPARTMENT, IOWA STATE UNIVERSITY**  
**REQUEST FOR TRANSFER OF GRADUATE CREDIT TO A**  
**CHEMISTRY PROGRAM OF STUDY**

Transfer credit can be given for a course which contains subject matter that is considered graduate study material at the ISU Chemistry Department. According to Section 4.2.3. of Form M, transfer credit is not given for a course in an area in which a student failed the Diagnostic Examination, for a course in which the student received a grade below B, or for a course which is not comparable to a graduate level course in this department. Also, transfer credit cannot be given for courses that were applied to a student's undergraduate degree. In order to receive transfer credit, the following supporting material must be submitted: (1) copy of grade transcript; (2) name of textbook used and of list of chapters covered; (3) personal material such as notes taken, homework, examinations, etc.; (4) a clear outline of at least 400 words describing the course content in the student's own words.

NAME OF STUDENT (printed): \_\_\_\_\_ Major Area: \_\_\_\_\_

On the basis of the material submitted herewith, I request that the following course credits, which I earned at another university, be accepted for my Program of Study.

Institution: \_\_\_\_\_ Course Name: \_\_\_\_\_

Year: \_\_\_\_\_ Semester Credits: \_\_\_\_\_ Grade: \_\_\_\_\_

Equivalent ISU Course Name: \_\_\_\_\_ Course Number: Chem \_\_\_\_\_

Type of Credit (X, Y, Z): \_\_\_\_\_

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

EVALUATION AND RECOMMENDATION BY ISU FACULTY MEMBER EXPERT REGARDING THE ISU COURSE:

\_\_\_\_\_  
Signature of Faculty Member

\_\_\_\_\_  
Date

**APPROVAL OF REQUEST:**

Program of Study Committee: \_\_\_\_\_

\_\_\_\_\_  
Graduate Affairs Committee: \_\_\_\_\_

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