TRANSFER COURSE APPROVAL FORM
When signed by the Registrar of Hampden-Sydney College, a copy of this form will serve in lieu of a formal letter of permission.

To be completed by student:
Student name ___________________________ Student ID # __________
Visiting school ____________________________________________
Course title ___________________________ Course number __________
Credits __________ Term course will be taken (i.e. Summer 2014) __________
☐ This course will be taught in a traditional classroom manner.
☐ Attach a brief course description and syllabus if required by the department.
☐ This course will be taught online.
☐ Attach a brief course description and syllabus.
I understand that matriculated H-SC students may receive transfer credit for approved college courses taken through another college or university if they earn a grade of C or higher. The grade and hours earned are entered on the student’s Hampden-Sydney College transcript, but no quality points are given and the grade-point average is unaffected. It is the student’s responsibility to request an official transcript be sent to the Hampden-Sydney College Registrar’s Office upon completion of this course work.

Student signature: ___________________________

To be completed by the Academic Advisor:
Advisor (print name) ____________________
Advisor approval _______________________ Date ________________
(____________________)