

PETITION TO THE FACULTY
SYRACUSE UNIVERSITY
Transfer Credit to Syracuse University

DIRECTIONS: Complete the petition and obtain the required signatures as indicated below. Please allow 5-7 business days for review. **ONLY ONE COURSE PER FORM - USE MULTIPLE FORMS IF NECESSARY.** Course Descriptions are required. *Petitions without course descriptions will be returned to the student and will not be reviewed.*

NAME: (PRINT) _____ SUID#: _____ EMAIL: _____
 ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____
 HOME COLLEGE: _____ MAJOR: _____ DATE: _____

I RESPECTFULLY PETITION TO TAKE THE FOLLOWING COURSE AT AN ACCREDITED COLLEGE OR UNIVERSITY OTHER THAN SYRACUSE UNIVERSITY:

NAME OF COURSE _____
 COURSE PREFIX AND NUMBER _____ NUMBER OF CREDITS _____ TERM _____
 EXACT NAME AND LOCATION OF COLLEGE/UNIVERSITY WHERE COURSE IS OFFERED _____

I am requesting that the course be accepted as a (circle one): **Attach SU AND other college course description.**

- **LIBERAL ARTS CORE REQUIREMENT IN:** Equivalent to a specific course @SU = _____
 - Math/Quantitative Skills
 - Language
 - Humanities
 - Social Science
 - Natural Science

For WRT 205 or 307 requests, the syllabus from the other college must be attached, or petition will be denied.

- **MAJOR REQUIREMENT AS:**
Equivalent to a specific course @SU = _____
- **MINOR REQUIREMENT AS:**
Equivalent to a specific course @SU = _____
Minor department's approval required first.
- **GENERAL ELECTIVE CREDIT:** _____
Student is responsible for keeping track of the maximum number of general elective credits needed.

It is the student's responsibility to request that an official transcript be sent from the institution directly to:

David B. Falk College of Sport and Human Dynamics
 Attn: College Recorders
 Office of Student Services
 300 MacNaughton Hall
 Syracuse, NY 13244

- You must earn at least a grade of C in order for coursework to transfer. *Grades of C- do not transfer.*
- Only the credit hours will be accepted. *Not the grade.*
- You may not transfer credits if the same or duplicate course has been completed at Syracuse University. *The Repeat Option for flagging grades may not be fulfilled by transfer credit.*

**** The maximum transferrable credits from any combination of 2 year schools is 66 credits. The maximum transferrable credits from any combination of 2 and 4 year schools, AP, IB, and "other credits" is 90 credits.**

STUDENT _____	DATE _____
ACADEMIC ADVISOR _____	DATE _____
MAJOR/MINOR DEPARTMENT CHAIR _____	DATE _____
STUDENT SERVICES DEAN _____	DATE _____

FOR OFFICE USE ONLY:

ACE # _____

APPROVED _____ DENIED _____