

College of Staten Island/CUNY
 Office of Recruitment and Admissions
 North Administration Building (2A), Room 103
 Staten Island, NY 10314
 (718) 982-2019 (Tel.) / (718) 982-2500 (fax)



APPLICATION FOR GRADUATE STUDIES TRANSFER CREDIT

INSTRUCTIONS: Complete this form and submit it to the Office of Recruitment and Admissions. If available, it may help to attach a course description. If approved, credits can only be granted if an official transcript is on file with the Office of Recruitment and Admissions. Transcripts may be sent to the address above. You will be notified by mail of the department's decision.

TRANSFER CREDIT POLICIES: Graduate courses taken within the last five years at an accredited college or university may be accepted at the discretion of the program coordinator. A maximum of 12 graduate credits in graduate courses, with a minimum grade of 3.0 (B) in each course, may be applied toward a graduate degree from the College of Staten Island.

Graduate Studies Program: _____ **Faculty Advisor:** _____

 Last Name First M.I. Social Security/Nine-digit Student ID Number

 Number Street Apt. # Home Telephone Number

 City State Zip Code Business Telephone Number / Ext.

E-mail address: _____ @ _____

Signature: _____ **Date:** _____

Name of College	Course #	Course Title	Credits	Grade	CSI Equivalent
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

DO NOT WRITE BELOW THIS LINE

APPROVED DENIED _____
 Program Coordinator Signature Date

Number of credits approved for transfer: _____

APPROVED DENIED _____
 Recruitment and Admissions Staff Signature Date

Number of credits approved for transfer: _____