

Transfer of Credits

The Office of Graduate Studies of the University of Massachusetts Boston limits the number of credits that students earning a UMass Boston graduate degree may take off campus. There is a general rule that only six credits may be transferred in from outside. Prior approval to take the off-campus course must be sought from the Program Director and, once the course is completed, an official transcript must be sent by the outside institution to the Director, so that the credits may be transferred in. In order for a course from another institution to be transferred in, it must not have been used to earn another degree, it must be from an accredited college or university, it must satisfy a component of the student's program of study, and it must carry a grade of B or better. No transfer credit will be accepted for courses taken more than seven years prior to the date of the transfer credit request.

Please note that a maximum of two UMass Boston courses can be taken as a non – matriculated student, and those credits must be transferred in upon matriculation.

UNIVERSITY OF MASSACHUSETTS BOSTON
GRADUATE COLLEGE OF EDUCATION
TEACHER LICENSURE PROGRAM
PRIOR APPROVAL TO TAKE A COURSE OFF-CAMPUS

Student: _____ Date: _____

Student #: _____ Phone: _____ Email: _____

TITLE OF COURSE:

UMB COURSE FOR WHICH IT IS BEING
SUBSTITUTED: _____

INSTITUTION: _____

SEMESTER: FALL _____ SPRING _____ SUMMER _____

WINTER INTERSESSION _____

Please explain briefly why this course must be taken at another institution and attach a course description or syllabus.

Approved: _____