



# University of Puget Sound Transfer Evaluation Request

**Purpose:** This form is used to determine if courses taken at another U.S. college or university are applicable to the Puget Sound degree.

**Instructions:** Complete Sections I-III below. Please submit a separate form for each college you may attend. Email the form(s) to Oscar Finn Secrist, Transfer Evaluator: [fsecrist@pugetsound.edu](mailto:fsecrist@pugetsound.edu)

**BE ADVISED:** University core, upper-division and foreign language requirements cannot be satisfied by online courses.

## I. Student Personal Information

Student Name:		Major(s):	
UPSID:		Minor(s) or Emphasis:	
UPS Email:		Faculty Advisor(s):	
Cell Phone:			

## II. Transfer School Information

Term & Year of study:		Dates of Study:	
Name of College/University:			
City, State of College/University:			

## III. Proposed Transfer Coursework

## IV. Transfer Determination

	<u>Department Code, Course Number &amp; Course Title</u> <i>Indicate online courses with asterisk (*).</i>	<u># Credits Listed by Other School</u>	<u>Reason for Course</u>	Date received: <input type="text"/>	Credit Equivalency: 1 UPS unit =
1					
2					
3					
4					
5					

Transfer Evaluator: \_\_\_\_\_ (Oscar Finn Secrist, 253-879-3504) Evaluation Completion Date: \_\_\_\_\_

*This form verifies the transfer eligibility of the course(s) listed. When signed by a Puget Sound Evaluator, the university accepts this study plan in principle. AN EVALUATOR'S SIGNATURE ON THIS FORM WILL NOT EXCUSE A STUDENT FROM UNIVERSITY OR DEPARTMENT RESIDENCY REQUIREMENTS. The final evaluation of transfer credit will be based upon the official academic credentials submitted. IT IS THE STUDENT'S RESPONSIBILITY TO HAVE AN OFFICIAL TRANSCRIPT SUBMITTED, IMMEDIATELY UPON COMPLETION OF THE TRANSFER COURSES, TO: Office of the Registrar, 1500 N. Warner St., University of Puget Sound, Tacoma WA 98416-1034. Registrar's Phone: (253) 879-3217 FAX: (253) 879-3108*