

Students must complete this form with the academic adviser of their intended program and submit to the Office of the University Registrar for processing. Approvals may require additional documentation, depending on the program, and are dependent on the student's current academic standing and the admission criteria of the desired program. The program director may approve a maximum of 12 credits with a minimum B (3.0) grade.

Yale Gordon College of Arts and Sciences and College of Public Affairs students: Contact the academic program coordinator, adviser or director of the program you are interested in pursuing.

Robert G. Merrick School of Business students: Contact the Merrick Advising Center at 410.837.4945 to schedule an adviser appointment.

Student Name: _____ ID: _____
 Date: _____ Phone: _____
 New Major: _____ New Specialization: _____
 Current Major: _____ Current Specialization: _____
 Effective Term of Change: _____ Primary Catalog: _____

Internal Transfer of Credits

The following course(s) are approved for transfer credit: ___ with grades ___ without grades.
 The program director or adviser will accept credits with grades or without grades on a case-by-case basis.

From: UB Program	To: UB Program	Course Title and Number	Credits

External Transfer of Credits

These courses will be transferred in as credits only. No grades will be included or calculated in the student's GPA.
 The following course(s) are approved for transfer credit:

From: University Name	Course #	Course Title	Credits

Student Signature: _____ Date: _____
 Director/Adviser Signature: _____ Date: _____
 Dean Signature: _____ Date: _____
 Processed By: _____ Date: _____