Transfer Credit Request

Name: _____

Address: _____

_____

E-Mail: _____Phone:_____

Graduate courses taken from institutions accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education will be considered for credit (up to 21 units) toward a GCS master's degree. Only courses in which you received a "B" or higher will be accepted.

To seek transfer credit:

- Complete this form and mail all documentation to the Registrar at:
  Grace Communion Seminary, 3120 Whitehall Park Dr., Charlotte, NC, 28273-3335

- Documentation must include an official transcript from the institution in which you completed the course. Send a description of the course from the catalog (if possible, copy and paste description from institution website) or send a syllabus from the course so that we may see how it compares to GCS courses.

- If the transcript is not in English, it must be submitted through World Education Services.

Name of Course	Name of Institution
1.	
GCS Course Equivalent, if any:	
Course description from catalog:	
Name of Course	**Name of Institution**

2.	
GCS Course Equivalent, if any:	

Course description from catalog:

Name of Course	**Name of Institution**
3.	
GCS Course Equivalent, if any:	

Course description from catalog:

_____   _____

Student signature   *Date*

_____   _____

GCS signature   *Date*