COLORADO SCHOOL OF MINES
Transfer Credit Prior/Post-Approval Form
Undergraduate

Name __________________________________________ Date ______________
CWID___________________________ Classification: FR SO JR SR
E-mail ______________________________________________ Major: ___________________
Anticipated Graduation Date ____________________________

COURSE TO BE TRANSFERRED:
Course Name _____________________________ Subject/Course No. ____________
Name of Accredited Institution ____________________________________________
Term/Year ________________ Circle One: Semester Quarter Credit Hours ____________

EQUIVALENT CSM COURSE:
Course Name _____________________________ Subject/Course No. ____________
Credit Hours ____________ Requirement Fulfilled ( ): Major _____ Core _____ Free Elective _____
Reason for transfer request (why was course not taken at CSM):
____________________________________________________________________________________

IMPORTANT: Courses pre-approved for transfer must be completed at an accredited institution with a “C” grade or better. If the course has not been pre-approved, there is no guarantee that the work will be accepted at Mines.

Note: Certain departments may require additional course information (i.e. Syllabus, course descriptions, etc.)

PRIOR-APPROVAL (MUST BE SIGNED BY CSM, WHETHER PRIOR OR POST APPROVAL)
1) Approval from the Colorado School of Mines department in which the CSM course is taught:
CSM Dept. Head/Div. Director __________________________ Date ______________

2) Approval from the student’s major department at CSM:
I accept responsibility for ensuring that the academic program, which results from this course substitution meets ABET engineering criteria* and conforms to the curricular policy statements established by the BOT. (*Applies only to those programs accredited by ABET)
CSM Dept. Head/Div. Director __________________________ Date ______________

3) Approval from CSM Registrar’s Office:
CSM Registrar __________________________________________ Date ______________
Acting as representative for Academic Affairs

NOTE: An official transcript with a grade for the course noted above must be submitted to the CSM Registrar’s Office before credit is posted to the student’s record.

POST-APPROVAL: PHYSICS COURSES ONLY

Final approval for transfer credit is required for Physics courses transferred to Mines.

CSM Dept. Head/Div. Director __________________________ Date ______________