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

Name ___________________________________________________________  Date __________________
CWID___________________________ Classification:   FR    SO    JR    SR
E-mail __________________________________________ Major/Specialty: _____________________
Anticipated Graduation Date __________________________ Bulletin (specify year) ___________________

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 _________________________________________________________________
_______________________________________________________________________________________

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.

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 _______________