

**Transfer Credit Application for the
Graduate Programs in the School of
Business**

Transfer Credit Policy: A maximum of the equivalent of two School of Business courses (8 credits total) may be transferred. Acceptable courses must have been recently completed through an accredited university's graduate program. Such courses should be clearly parallel to graduate courses at Hamline University in content and approach. Their subject matter should form a logical part of the program leading to the degree, and the grade earned must be no lower than "B-". Courses taken for a Pass/No Pass grade are not eligible.
(Graduate Bulletin Academic Standards 17, p. 34)

Hamline ID: _____

Name: _____

Program: MPA MNM MBA MBA/MNM MBA/MPA MNM/MPA DPA

Advisor Name: _____

Complete one form for each course you propose to transfer. Please note this transfer credit application cannot be processed until we receive an official transcript documenting this work (unless you are requesting to transfer a Hamline Graduate course).

Course Title: _____

Course Number: _____

Course Description: (Attach catalog description or syllabus.) _____

Year/Semester: _____ Grade: _____

Student Signature: _____ Date: _____

Approval: Transfer Request is: Approved Denied
For: Elective Elective in Concentration Required Course (MPA & MNM only)

Reviewed by Advisor: _____ Signature: _____

Approved by Program Director/Department Chair: Signature: _____

Date: _____ Number of credits approved for transfer: _____

For Office Use Only