



**SAINT MICHAEL'S COLLEGE**

**Graduate Programs**

**TRANSFER OF CREDIT FORM**

I, \_\_\_\_\_ (please print) am applying to transfer the following credits to be counted toward the requirements for my graduate program at Saint Michael's College. **Please check the program in which you are enrolled.**

- \_\_\_\_\_ Administration and Management (Box 38)
- \_\_\_\_\_ Clinical Psychology (Box 288)
- \_\_\_\_\_ Education (Box 281)
- \_\_\_\_\_ TESL (Box 253)
- \_\_\_\_\_ Theology and Pastoral Ministry (Box 252)

Course Number and Title	Credits	School	Completed Date

With approval of your program director, a maximum of six graduate credits, not accrued more than five years ago, may be transferred from another accredited institution, provided a grade of "B" or better has been attained. Credits that have been applied to complete a degree are not transferable. Transfer credits will be recorded only after completion of at least twelve credits, or upon granting of Candidacy, in the program. **There is a \$10.00 per-credit transfer fee.**

**Please send: 1) this form, 2) a check for the per-credit transfer fee, and, 3) your official transcript(s)\* together in one envelope to your graduate program, Box (above), c/o Saint Michael's College, One Winooski Park, Colchester, VT 05439.**

*\*Transcripts must come directly from the institution to you and remain in the sealed envelope to be official.*

Signature: \_\_\_\_\_ Enclosed: \$ \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Program Director