

› **TRANSFER REQUEST FORM** ›

Complete this form to request credit at John Paul the Great Catholic University for previous coursework completed at a recognized institution of higher learning. Credit will be given for equivalent college courses successfully completed **with a grade point of A or B** at other accredited colleges and universities only. The Admissions Office determines course equivalency. No more than 90 quarter-units (sixty semester-units) of JP Catholic-equivalent transfer credit are accepted. For more details on transfer credits please refer to the current university Catalog.

**PREREQUISITES for TRANSFER CREDIT REVIEW:** *No requests will be reviewed unless these two requirements are met.*

1. You must provide JP Catholic with an official copy of your transcript from the university you previously attended.
2. You must provide the official course description for the specific course that you believe is equivalent to a course at JP Catholic. This description must be submitted with this form. It must come from an official university document such as the Catalog, Website or a Syllabus.

**TRANSFER CONSIDERATIONS**

1. Transfer students may join the JP Catholic academic program at any point up to and including the first quarter of their Junior Year.
2. The student is solely responsible for providing JP Catholic with the required information on credits already earned at another institution of higher learning. Once the Admissions Department reviews the applicant's 'Transfer Credit' paperwork, they will advise the student of his/her transfer status at JP Catholic.
3. Credit is only given for 'substantially equivalent' classes, similar in content, scope and subject area. A 'Communications' class at another university may be accepted as a substitute for the JP Catholic 'Communications' class, but you will not receive credit for a 'Chemical Engineering 101' class since JP Catholic does not require this as part of its curriculum.
4. Any course for which a student did not receive an A or B grade will not be considered for transfer credit.
5. Students may not transfer in core junior and senior business ideation, creation and launch classes.
6. Transfer students beginning as sophomores or juniors start their studies in the summer quarter, which begins in early July.

<b>STUDENT NAME:</b>			
JP CATHOLIC COURSE NUMBER & NAME	PRIOR COURSE, NUMBER & NAME	GRADE	REFERENCE TO DESCRIPTION
EXAMPLE: MATH 100, Decisions Based on Data	MTH 101, College Algebra	B+	See Pg 4 – College Algebra
1.			
2.			
3.			
4.			
5.			

*continue on reverse if needed* →

ADDITIONAL COURSES			
JP CATHOLIC COURSE	PRIOR COURSE	GRADE	REFERENCE TO DESCRIPTION
6.			
7.			
8.			
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If you have questions about JP Catholic's transfer policies and process, please call an admissions representative at (858) 653-6740.

INTERNAL USE ONLY		<input type="checkbox"/> Accepted	<input type="checkbox"/> Rejected
Comments			
SIGNED		DATE	