Petition for Transfer of courses
Use this form only to request EE course transfer

1. Name ____________________________________________
2. Student ID number _________________________________
3. UNT Course number to be replaced __________________
4. Transfer institution’s Course number ________________
5. Transfer Course name _______________________________
6. Semester Credit Hours __________
7. Transfer institution _________________________________
8. Grade received __________
9. Attach the following to this form:
   a. Copy of the transcript from the transfer institution
   b. Catalog description of the course
   c. Detailed Course Syllabus
   d. Other supporting information

Print student’s name _________________________________
Signature of student _______________________________   Date ___________________

Your request for transfer will be evaluated by the department and approved only if the course you have taken is substantially equivalent to the course offered by UNT.

Faculty Recommendation

I have reviewed this material supplied by the student and the course is:

☐ substantially equivalent to the course offered by UNT and I recommend the course be accepted.

☐ not substantially equivalent to the course offered by UNT and I recommend the course not be accepted.

Print faculty’s name _______________________________
Signature of faculty _______________________________   Date ___________________

Department Action (  ) Approved (  ) Not Approved