

Transfer Credit Appeal Form

Student's Name: _____ FAU Student ID: _____
Last Name, First Middle

College: _____ Department: _____

Degree Major: _____

Name of institution from which credit was earned: _____

Reason for appeal: _____

Important Information for Students:

- Any course work under appeal will be granted academic credit only on the basis of Faulkner's determination of academic merit.
- The student must provide the transfer institution's relevant catalog sections (such as accreditation statement and course descriptions), course syllabi, verification of course completion (such as grade report, CLEP/AP examination reports), or other documentation before the course work is considered for academic credit.
- The student must provide the transfer institution's relevant catalog sections (such as accreditation statement and course descriptions), course syllabi, verification of course completion (such as grade report, CLEP/AP examination reports), or other documentation before the course work is considered for change from lower division to upper division academic credit.
- The student must obtain the approval signature of their major field academic advisor, Department Chair, and Dean before changes to their transfer credit evaluation will be considered.

Important Information for Faculty and Advisors:

Changes to course work approved via a transfer credit appeal may be applicable to degree requirements regardless of the student's current or future program(s) of study. Please do not use this form to make "substitutions," which are only applicable to the student's current program of study.

Major Field Academic Advisor Approval: _____

Department Chair Approval: _____

Dean Approval: _____

Transfer Credit			FAU Credit Approved			Departmental/Dean Approval
Course Prefix & Number	Course Title	# of Units	Course Prefix & Number	# of Units	Upper or Lower Division	A departmental/dean signature is required from each department / college granting credit

Student's Signature: _____ Date: _____

After completion of the form, the student must submit the form to the Office of the Registrar for review and posting of credits determined to be appropriate.