THE NEW SCHOOL

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New School for Social Research TRANSFER OF CREDIT PETITION

Instructions: Complete this form and save a copy for you records. Email to NSSRAcademicAffairs@newschool.edu .

Student Name: _____ **ID#:** _____ **Date:** _____

Email: _____ **Degree:** _____ **Dept./Major:** _____

Student: Check the appropriate box

THIS PETITION IS FOR TRANSFER OF CREDIT:

☐ From another institution toward the: ☐ MA/MS or ☐ PhD degree.

☐ From an undergraduate New School dual degree (BA/MA, MS) program to a New School graduate degree ("Swing Credits")

NSSR Transfer of Credit Policy: Transfer credit must be based upon graduate work for credit completed at an accredited institution within the ten-year period immediately preceding matriculation with The New School for Social Research. Courses with a grade of B- or below will not be approved for transfer. Individual departments may have more stringent requirements for transfer credits especially for students at the PhD level.

For MA students: Transfer of credit, not exceeding **three** credits, may be granted toward the 30-credit MA degree.. Upon satisfactory completion of **six** credits at the school in the student's major field of study, the student is eligible to apply for transfer credit toward the MA.

For PhD students: Transfer of credit, not eceeding **thirty** credits (including any credits already transferred at the MA level), may be granted toward the 60-credit PhD degree. Upon satisfactory completion of one semester at the school in the student's major field of study, the student is eligible to apply for transfer credit toward the PhD.

TO BE COMPLETED BY STUDENT **FOR DEPARTMENT USE ONLY** (indicate **approved** courses with √)

Term Taken	Course #	Course Title	Institution	Credits	Grade	Approved	Major	Minor	Elective	Seminar	If this course substitutes an NSSR course, write the title here. If it does not, check the "elective" box.

REGISTRAR'S OFFICE USE ONLY:

☐ Courses agree with transcript ☐ No Transcript

☐ Transcript does not agree

Note: _____

_____

_____

CERTIFICATION OFFICER'S SIGNATURE DATE

NSSROAAS GC 7/12

DEPARTMENT CHAIR USE ONLY: _____ Total credits granted

_____ Seminar Credits _____ Elective credits

_____ Major credit _____ Minor credit

☐ Petition denied. No credit granted. Reason: _____

Exemptions:

_____

_____

DEPARTMENT CHAIR/PROGRAM DIRECTOR SIGNATURE DATE

_____

ASSISTANT DEAN SIGNATURE DATE