DOMESTIC GRADUATE TRANSFER CREDIT / POST-GRADUATE DEGREE VERIFICATION
REQUEST FORM

Complete this form ONLY if you are requesting transfer credit or post-graduate degree verification from an institution WITHIN the United States.

Student Information

Name: __________________________________________________________________________________

Last First Middle

10-digit USC ID Number: __________________________________________________________________

First Term & Semester Enrolled at USC (ex. Fall 2013): Fall 2017

Major (ex. Guitar Performance): __________________________________________________________________

Degree Objective (ex. DMA, PhD, etc.): Doctor of Musical Arts (DMA)

Best Phone Number to Reach You: (_______) ____________ -- _________________

USC Email Address: ____________________ @usc.edu

Please read the following statement, sign, and date:
I understand that transfer credit is not guaranteed and that the Office of Degree Progress and the Office of Graduate Admissions have the final authority with respect to eligibility of coursework and verification of post-graduate degrees. I also understand that if classes are approved to be counted as unit credit toward my degree, it does not necessarily guarantee that they will be counted as a substitution for a particular course requirement. Rather, the consideration for course-for-course substitution must still be approved by the appropriate Thornton faculty, and the classes can only be officially substituted if they are first approved for transfer credit by the Office of Degree Progress through this process.

Signature / Date: ____________________________________________________________________________

Note: For DMA support, contact your academic advisor, Mr. Job Springer, at jspringe@usc.edu or (213) 740-4721.
Please complete the following information so that the Office of Degree Progress can efficiently evaluate the classes that you hope to use as graduate credit here at USC.

- As you know, your transcripts must already exist in the USC system. If, for some reason, your up-to-date transcripts have not been received, you will need to submit an updated, official copy to the Office of Degree Progress prior to this evaluation process.
- If you are considering 1 to 10 classes for transfer credit evaluation, please clearly list those classes under the appropriate institution below. However, if you wish to have all classes from one institution evaluated for possible transfer, you may simply write “ALL CLASSES” under the Graduate Courses to be Evaluated section.
- Complete one of these sheets for each post-graduate institution you wish to have considered for evaluation. (Ex. If you want graduate classes from Columbia College and UC Berkeley evaluated, you must submit two separate forms.)

**YOUR PRINTED NAME:** ____________________________________________________________

**NAME OF POST-GRADUATE INSTITUTION:** ____________________________________________

**LOCATION (City, State):** ___________________________________________________________

**DATES ATTENDED (mm/yy – mm/yy):** ________________________________________________

**GRADUATE COURSES TO BE EVALUATED:**

- List each course title and course number you wish to have evaluated for potential transfer credit,
- Or write “ALL” if you wish to have all of your graduate level coursework considered for evaluation (with a maximum of 30 units ultimately able to be applied toward your USC degree).

<table>
<thead>
<tr>
<th>Course Number, Ex. Music 201</th>
<th>Semester/Year Ex. Spring 2012</th>
<th>Class Name Ex. Introduction to Computer Music Composition</th>
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<tbody>
<tr>
<td>Please evaluate ALL graduate-level classes. Thank you.</td>
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