## 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.

Name:

## **Student Information**

Last	First	Middle
10- digit USC ID Number:		
First Term & Semester Enrolled at L	JSC (ex. Fall 2013): <b>Fal</b> l	I 2017
Major (ex. Guitar Performance):		
Degree Objective (ex. DMA, PhD, et	c.): Doctor of Musical	Arts (DMA)
Best Phone Number to Reach You:	()	<del></del>
USC Email Address:	@usc.ed	u
Please read th	ne following statement,	sign. and date:
I understand that transfer credit is rethe Office of Graduate Admissions has coursework and verification of postapproved to be counted as unit credithey will be counted as a substitution consideration for course-for-course. Thornton faculty, and the classes catransfer credit by the Office of Degraduate Admissions has been accounted as a substitution consideration for course-for-course.	not guaranteed and that nave the final authority wagraduate degrees. I also dit toward my degree, it can for a particular course substitution must still be an only be officially substi	the Office of Degree Progress and with respect to eligibility of ounderstand that if classes are does not necessarily guarantee that requirement. Rather, the approved by the appropriate ituted if they are first approved for
Signature / Date:		

Note: For DMA support, contact your academic advisor, Mr. Job Springer, at <a href="mailto:jspringe@usc.edu">jspringe@usc.edu</a> 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 <u>each</u> 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 <u>separate</u> forms.)

YOUR <b>PRINTED</b> NAME:		
NAME OF POST-GRADUATE INSTITUTION:		
LOCATION (City, State):		
DATES ATTENDED (mm/yy – mm/yy):		
GRADUATE COURSES TO BE EVALUATED:		

- 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).

List each course title and course number you wish to have evaluated for potential transfer credit,

Course Number,	Semester/Year	Class Name	
Ex. Music 201	Ex. Spring 2012	Ex. Introduction to Computer Music Composition	
		Please evaluate ALL graduate-	
		level classes. Thank you.	