

Mechanical & Industrial Engineering
Request to Transfer a Course

Continuing MSU M&IE students may choose to satisfy a requirement for degree with transfer credits from another university or college provided these requirements have been met:

1. The transfer request is received prior to taking the course.
2. MSU accepts the transferred course for credit.
3. The transfer course has been reviewed and approved by the Program Certifying Officer.
4. Student meets all prerequisite/corequisite requirements for the requested course (with a C- or better grade).
Approval will not be completed until such evidence has been demonstrated.
5. Student will provide a course description from the transfer institution's course catalog. A course syllabus may also be required if further information about the transfer course is needed.

Name (printed): _____ Student ID #: _____ Major: _____

Course to be Transferred: _____ Lecture Lab Online
(course description attached) Number Title Credits

_____ Lecture Lab Online
 Number Title Credits

University/College: _____ Semester: _____

The above course will be transferred for the following MSU Course.

MSU Course Number & Title:		
PreReq / CoReq Course Number & Title for MSU Course Listed Above	Semester Taken	Grade Earned

I certify that the information above is accurate to the best of my knowledge.

Approved **Not Approved**

Student Signature Date

Certifying Officer Signature Date

ADDITIONAL COMMENTS: