COURSE TRANSFER REQUEST FORM

[*Use this form to request BIO program credit using another course from outside the university. Do not use this form to request BIO major elective lecture or laboratory course credit using other UB courses or to request special considerations within the BIO program, or to request course articulation from outside UB.*]

DEPARTMENT OF BIOLOGICAL SCIENCES

109 Cooke Hall
University at Buffalo, Buffalo, NY 14260-1300
(716) 645-2323   Fax (716) 645-2975

Name: _____ Student #: _____

Local Address: _____ Permanent Address: _____

_____ _____

_____ _____

E-mail: _____

Local Tel #: _____Alternate/Home Tel #: _____

UB BIO Major Program: BA ☐   BS ☐   Class Standing: FR ☐   SO ☐   JR ☐   SR ☐

or Other UB Major (if double major/joint major/double degree): _____

UB BIO course or requirement for which you seek credit		Transfer course to be applied	
BIO _____ (course #)	(title)	(course #)	(title)
		Institution where transfer course was (will be) taken:	

Attach to this petition form:
   ☐ Copy of course description from the transfer institution catalog
   ☐ Copy of course syllabus from transfer institution

Student Signature: _____ Date: _____

To Student: ***Please submit completed transfer petition form and attached supporting documents to the Department of Biological Sciences Office, 109 Cooke Hall, North Campus***

For Department Use Only

☐ Approved for: _____ credits (lecture)   _____ credits (lab)

☐ Not approved

Reviewed by: _____ Date: _____

Comments: _____

_____

_____

Rev. 10/20/2014