Department of Computer and Information Technology
(CIT)

TRANSFER CREDIT APPROVAL FORM

If you would like to take a course at another College or University that will transfer to the CIT plan of study, you must submit a Transfer Credit Approval Form at least one month prior to enrolling in the course.

Complete the following steps prior to leaving campus:

1. Complete this form and receive advisor approval.
2. Apply to College as a guest or transient student. (This may require a letter from your advisor.)
3. Register for courses.

From the Purdue Transfer Credit Course Equivalency Guide:
https://selfservice.mypurdue.purdue.edu/prod/bzwtxcrd.p_select_info, create a report and submit to your advisor.

Sample:

Transfer School	Transfer Subject	Transfer Course	Transfer Title	Transfer Credits	Purdue Subject	Purdue Course	Purdue Title	Purdue Credits
Ivy Tech Community College-IN	MATH	201 †	Brief Calculus I	3	MA	16010	Applied Calculus I	3
Ivy Tech Community College-IN	MATH	202 †	Brief Calculus II	3	MA	16020	Applied Calculus II	3

Degree Requirement Request to fullfil: MA 16010 and MA 16020 requirements.

Many approved courses from Regional Campuses and other institutions can be found on the Office of the Provost Core Curriculum courses list.
Go to: http://www.purdue.edu/provost/initiatives/curriculum/course.html and click on the link at the end of the following sentence: An Excel spreadsheet of all approved courses (courses taken at Purdue campuses and other Indiana institutions as well as transfer courses) may also be found here.

The TransferIN.net website is very helpful in finding courses to transfer in from Indiana Universities: http://www.transferin.net/index.aspx

Course requests for transfer credit for CNIT courses require submission of the course description, syllabus, and sample projects.

Review the rules for transferring credit to Purdue available at: http://www.admissions.purdue.edu/transfercredit/index.php
"Transfer Credit Guidelines"

Bring a printed copy of this completed form and a printed screenshot(s) of the course(s) you plan to take from the Transfer Credit Course Equivalency Guide with the equivalency shown per the sample on Page 1.

Last Name: **First Name:** **Middle Initial:**

PUID: **Purdue Email:**

Semester & Year Requesting Substitution: **Date of Request:**

Advisor:

Degree Requirement(s) Request to fulfill: Approved ☐ Not Approved ☐

Transfer Institution: Date:_____

Transfer Institution Course: Signature:_____
(Department Head or Designee)

Degree Requirement(s) Request to fulfill: Approved ☐ Not Approved ☐

Transfer Institution: Date:_____

Transfer Institution Course: Signature:_____
(Department Head or Designee)

Degree Requirement(s) Request to fulfill: Approved ☐ Not Approved ☐

Transfer Institution: Date:_____

Transfer Institution Course: Signature:_____
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Degree Requirement(s) Request to fulfill: Approved ☐ Not Approved ☐

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(Department Head or Designee)

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Transfer Institution: Date:_____

Transfer Institution Course: Signature:_____
(Department Head or Designee)

Degree Requirement(s) Request to fulfill: Approved ☐ Not Approved ☐

Transfer Institution: Date:_____

Transfer Institution Course: Signature:_____
(Department Head or Designee)