



WOFFORD COLLEGE

APPLICATION COURSEWORK ELSEWHERE

Return Completed Form to: Office of the Registrar, Dupre Administration Building, Tel 864.597.4030, Fax 864.597.4019

Please read the following information carefully. If you are planning on completing coursework elsewhere and applying it to your Wofford degree, you must receive approval from the Registrar prior to attendance. Additionally, courses used to satisfy major requirements need the approval of the Department Chair. For Wofford to accept courses completed elsewhere, they must be taken at a regionally accredited institution.

Regulations*: Please initial each of the following items, acknowledging that you understand and will abide by the provision:

- Wofford will not accept credit for work completed at another institution by students who are serving their period of academic probation (cumulative GPA must be a 2.00 or above), academic exclusion, or who have been suspended/excluded for violating college policy as noted in the *Code of Students Rights and Responsibilities* and the *Honor Code*.
- Courses previously completed at Wofford CANNOT be repeated at another institution.
- If you have earned 60 credit hours or more, you must attend a four-year institution.
- If you have earned 90 credit hours or more, you are NOT eligible to complete coursework at another institution.
- Coursework CANNOT be completed on a pass/fail basis.
- You must earn a grade of 'C' or higher, in order for Wofford to accept the credit.
- Grades earned at another institution do NOT impact your GPA, only the credit hours are accepted.
- Credit will NOT be granted for courses completed as part of an expedition, leadership training, or semester at sea program; neither will courses offered through correspondence, television or extension.
- Wofford reserves the right to refuse courses deemed inappropriate or earned prior to receiving approval.
- Courses offered at colleges in the Spartanburg area will NOT be approved if the course is simultaneously offered at Wofford.
- It is your responsibility at the end of the term to request that an official transcript be sent to Wofford College.

**A comprehensive description of the policy regarding completing coursework at other institutions can be found in the Catalogue. Additional information regarding transfer work and the residency requirement, which may be helpful, is also located in the catalogue.*

Student Information

W# _____ First Name _____ Middle Initial _____ Last Name _____

Institution You Plan to Attend _____

Semester/Term of Attendance: Fall Interim Spring Summer 20____

Course(s) at Transfer Institution

Wofford Equivalent Course

Course Prefix	Course Number	Course Title	Hrs	Course Prefix	Course Number	Course Title	Hrs	Registrar/Chair Approval

The above named student is in good standing with Wofford College and is approved to register for the courses listed.

Jennifer R. Allison, Registrar / Tamara Burgess, Assistant Registrar

Date