LEHIGH®

LEHIGH UNIVERSITY OFFICE OF ADMISSIONS • 27 MEMORIAL DRIVE WEST
BETHLEHEM, PENNSYLVANIA 18015 • 610-758-3100

TRANSFER CREDIT SUMMARY SHEET

To be completed by the applicant — this is not an official record

List on this sheet all post-secondary courses completed and those which you expect to complete before matriculation with advanced standing at Lehigh. If you have attended more than one college, provide complete information on each, using a separate sheet for each institution attended. This does not replace an official transcript of your college work, but simply assists Lehigh in making a more complete and accurate evaluation of your prior study. Copies of course descriptions MUST be provided for each course listed. DO NOT provide the institution's course catalog or syllabi.

Name: _____ **Lehigh College (choose one):** ❑ **AS** ❑ **BU** ❑ **EN**

Major of Interest: _____ **LIN #** _____

Name of College: _____ **Dates Attended:** _____ **to** _____

Indicate transfer institution's credit system (check one)**:** ❑ **semester hours** ❑ **quarter hours**

List courses taken in chronological order, beginning with those taken first:
Extra space available on page 2

				REGISTRAR USE	
Department and Number	**Full Title**	**Credit Hours**	**Grade**	**Lehigh's Equivalent Course**	**Lehigh Credit**

continued on reverse

REGISTRAR CODES:

*** Tentative credit pending receipt of an official transcript with a grade of "C" or better**

 # Referred to appropriate department for review. Notification will follow.

NE No Lehigh Equivalent Course **NC No Credit due to grade received**

CD Course description needed **CC Combined credit with another course**

Copy to Dean's Office **Comments on reverse side Y N**

Courses taken at a two- or four-year institution where a grade lower than a "C" has been earned will not transfer (i.e., "C-" or below will not transfer). Pass/Fail courses are not acceptable for transfer.

Students may not receive more credit at Lehigh than was granted on the other institution's transcript. Courses taken on the quarter system will have credit granted on a 3-2 ratio, no partial credit will be awarded. The student will receive credit equivalent to the number of credits indicated on the transcript, up to the number of credits for the equivalent course at Lehigh. The registrar has the final authority for the amount of credit awarded toward a Lehigh degree.

Credit will not be granted for continuing education units courses, courses taken on-line, January or intersession courses, correspondence, independent study or any course less than 5 weeks and/or 15 contact hours per credit without the approval of a petition to the Standing of Students Committee.

				REGISTRAR USE	
Department and Number	Full Title	Credit Hours	Grade	Lehigh's Equivalent Course	Lehigh Credit

TRANSFER CREDIT SUMMARY SHEET SUPPLEMENT

Did you earn any Advanced Placement (AP) credits in high school? ❑ ***Yes*** ❑ ***No***

Name of Course	Score on AP exam	Amount of credit received from awarding institution

Official score reports must be sent from the College Entrance Examination Board in Princeton for you to receive credit from Lehigh.

COMMENTS: REGISTRAR USE ONLY