Wharton
UNIVERSITY of PENNSYLVANIA

DOCTORAL PROGRAMS

REQUEST FOR APPROVAL OF TRANSFER OF CREDIT

Return completed form to Wharton Doctoral Office with required attachments.

Name: _____ Penn ID: _____ Date: _____

Courses Taken: _____ less than 10 years before admission to a degree program at the Wharton School

_____ ten or more years before admission to a degree program at the Wharton School

PhD. candidates are permitted to transfer up to eight course units of graduate study. One course unit equals 3 semester hours. Note that **only grades of "B" or better are acceptable - no grades of Pass or Satisfactory** may be transferred. No work done as an undergraduate (including graduate level courses), whether at this institution or at any other, will be counted toward a Ph.D., A.M., or M.S., with the following exception: graduate courses completed by undergraduates as submatriculants in a graduate group may be counted toward graduate degree requirements. If approved, transfer credits will be posted after you have passed your qualifications exam.

You must attach a copy of the relevant transcript(s). If you are requesting permission to transfer courses taken ten or more years prior to admission to the Ph.D. program, you must also append a letter directed to the faculty Ph.D. Coordinator indicating what relevant academic activity you have engaged in since taking these courses

Course Department & Number	Course Subject	Institution	Term and Year Completed
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____

Total Number of Penn equivalent CUs requested for transfer: _____

_____
Signature of Student   Date

Ph.D. Coordinator's Action: Approve _____ Disapprove

_____
Name and Signature of Department Ph.D. Coordinator   Date

Vice Dean's Action: Approve _____ Disapprove

_____
Signature of Vice Dean   Date