



Application for Prerequisite Transfer

Submit this form to take a course at another institution that serves as the prerequisite for a UNE course in the upcoming term. By completing and submitting this form, you agree to the following terms:

- This form must be completed prior to registering for the course at the other institution.
- You will have an official transcript sent to the UNE Registrar's Office upon completion of the course and no later than TWO days before classes begin for the next term. Otherwise, you will be removed from the course(s) you list below.
- Transfer credits must be earned from a regionally accredited institution with a minimum grade of "C-". Some restrictions may apply; refer to program descriptions in your major for further information.
- The required signatures below approve content and course equivalency only. They do not verify the transfer institution is a regionally accredited institution. This is the student's responsibility.
- A course taken at another institution will not affect the student's cumulative GPA and will not replace a previously graded UNE course

Student's Name: _____ **Date:** _____

Personal Reference #: _____

Major: _____

Advisor: _____

Office Use Only:
 Update Excel _____
 Updated By: _____
 Date _____

| Title, Course Subject/Number at another Institution | Host School Credit | UNE Parallel Course Subject/Number | UNE Credit Equivalency |
|---|--------------------|------------------------------------|------------------------|
| | | | |

Name of Institution: _____

During the period of: _____
(Summer, Fall, Winter, or Spring, and Year)

Intended to Satisfy: ___ Exploration ___ Creative Arts ___ Advanced Studies ___ SGA
 (please check one) ___ Major Requirement ___ General Electives ___ Other Core: _____

The above course is a prerequisite for the following course(s) that I wish to take next _____ (Summer, Fall, or Spring) semester at UNE:
(list SUBJ and CRSE for all, example BIO 106) _____

Are you taking this course at another institution to "replace" a course previously taken at UNE?

No _____ **Yes** _____ If Yes, please note that you will earn credits only for the transfer course. The grade from the course taken at UNE will count towards your GPA but those credits will be excluded.

Student's Signature: _____ **Date:** _____

Student's Advisor or Dept Chair Signature: _____ **Date:** _____

Dept Chair's Signature to Approve Equivalency: _____ **Date:** _____

The above signature is not required if the course is satisfying a general elective or is part of a Transfer Agreement with UNE. You can check for these courses at www.une.edu/admissions/undergrad/transfer.cfm.