**Bilkent University Course Transfer and Exemption Form for Undergraduate Students**

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| --- | --- | --- | --- | --- | --- |
| **Name** |  | **ID Number** |  | **Academic Year** |  |
| **Surname** |  | **Department** |  | **Semester** |  |

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| **External Transfer Student Outgoing Exchange Student** | *Name of the institution from which courses are transferred:* | **Internal Transfer Student Transfer via DGS**  **Re-registered Student** | *Name of previous department:* |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Transferred Courses** | | | | | **Course or requirement to be exempted if transferred course is completed with a passing grade †** | | |
|  | **Course Code** | **Course Name** | **Credits\*** | **Grade\*\*** | **Course Code and Name for a Required Course, Elective Group Name for an Elective Requirement** | **Credits** | **Elective Requirement Exemptions only: Course code(s) of directly equivalent course(s), if any \*\*\*** |
| 1 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Approved by** | **Name** | **Signature** | **Date** |
| Exchange Coordinator (exchange students only) |  |  |  |
| Chair |  |  |  |
| Dean |  |  |  |
| Is this a graduate student? **□** Yes **□** No  *If Yes, Graduate School approval is required:* |  |  |  |

**\*** ECTS credits for Erasmus exchange students **\*\*** For exchange students, please refer to the partner institution grading system information provided by the Office of International Students and Exchange Programs

**\*\*\***Applicable only if there is a directly equivalent course in the elective group that the student is exempted from. The student will be considered to have taken this course by the STARS system.

**†**A transferred course may provide exemption from a requirement in the curriculum if deemed to be equivalent by the Faculty/School Executive Board. It is possible for one transferred course to provide exemption from one or more curriculum courses or vice versa.