



Name		ID Number		Academic Year	
Surname		Department		Semester	

<input type="checkbox"/> External Transfer Student <input type="checkbox"/> Outgoing Exchange Student	<i>Name of the institution from which courses are transferred:</i>	<input type="checkbox"/> Internal Transfer Student <input type="checkbox"/> Transfer via DGS <input type="checkbox"/> Re-registered Student	<i>Name of previous department:</i>
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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? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If Yes, Graduate School approval is required:</i>			

* 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.