GRADUATE PROGRAM
TRANSFER CREDIT PRE-APPROVED FORM

Students matriculated into one of Hartford Seminary’s Degree Programs must use this form to get pre-approval for courses they plan to take at other accredited institutions. All courses must be at the graduate level and students must receive a “B” or better for the course to be eligible for transfer. Student must request that an official transcript be sent to Hartford Seminary’s Registrar upon completion of the course.

To be completed by the student:

Name: ____________________________________________________________________________________

Degree/Concentration: _______________________________________________________________________

Institution Offering Course to be Transferred: _____________________________________________________

Course Name: ______________________________________________________________________________

Credits: _____________________________________  Year/Semester: ________________________________

Area of Degree Requirements to be Fulfilled by Course: _____________________________________________

(Please attach course description)

To be completed by the advisor:

I agree that this course fits into this student’s program and fulfills area or degree requirements as indicated above.

Advisor’s Signature: _____________________________________________ Date: _________________

To be completed by the Dean:

Pre-Approval  Granted  Denied

Dean’s Signature: _____________________________________________ Date: _________________