



*Exploring Differences, Deepening Faith*

**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)*

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**To be completed by the advisor:**

*I agree that this course fits into this students program and fulfills area or degree requirements as indicated above:*

Advisor’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**To be completed by the Dean:**

Pre-Approval                  Granted                  Denied

Dean’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_