UNIVERSITY OF MINNESOTA DULUTH

Transfer Course Evaluation

Student–Complete this section. Use Adobe Reader software, not a Web browser, to ensure privacy of your information. Place the cursor in a field and type.

Student name (first and last)	Date

Student ID number	E-mail Address

Name of college where the transfer course was taken	Location of college where the course was taken (City, State)

Transfer course to be evaluated

Course subject	Course number	Course title	Term date of course enrollment (e.g Fall 2012)

To request a specific UMD course equivalency, complete below and attach the course syllabus or outline. For a writing course, include a copy of your most substantial research paper from the course. If you are not requesting a specific course equivalency, leave fields blank.

Subject area	Course number	Course title

Complete this section to request credit toward a Liberal Education Program (LEP) (subject to approval by the Associate Vice Chancellor for Undergraduate Education).

Liberal Education Program Prior to Fall 2012		
LEP Category 1–10	Cultural Diversity credit	International Perspective credit
Category number _____	Yes No	Yes No

Liberal Education Program Fall 2012 and beyond				
I. Language and Reasoning Skills	II. Knowledge Domains	III. Key Topics		
		Global Perspectives	Cultural Diversity in the U.S.	Sustainability
Writing and Information Literacy Oral Communication and Languages Logic and Quantitative Reasoning	Natural Sciences Natural Sciences Lab Social Sciences Humanities Fine Arts	Yes No	Yes No	Yes No

Please check the statement which describes your student status, and return the form to the place indicated:

An **international student: return this form to: Office of the Registrar, 184 Darland Administration Building, 1049 University Drive, Duluth MN 55812-3011**

A **prospective student: return this form to: Office of the Registrar, 184 Darland Administration Building, 1049 University Drive, Duluth MN 55812-3011**

A **currently or previously registered UMD student: Return this form to your collegiate unit** (check one below)

    College of Education and Human Service Professions, 120 BohH, 1207 Ordean Court, Duluth MN 55812-3010

    College of Liberal Arts, 310 KPlz, 1208 Kirby Drive, Duluth MN 55812-3095

    Labovitz School of Business and Economics, LSBE 111A, 1319 Kirby Drive, Duluth MN 55812-3002

    School of Fine Arts, 120 Montague, 1211 Ordean Court, Duluth, MN 55812-3012

    Swenson College of Science and Engineering, 140 Engr, 1303 Ordean Court, Duluth MN 55812-3025

Evaluating Department–Complete this section and return the form to the office checked above.

Does this course transfer to UMD for credit?   No   Yes (This course recommendation will apply to all students, unless noted in Comments/notes.)

Decision

UMD subject area	Course number	OR elective course (UMD subject area & course level number, e.g. ENGL 1xxx)

Comments/notes	For units requiring this information
	Accredited program? Yes No

Reviewer name and signature	Date reviewed

Approval of Liberal Education credit

Approved as Liberal Education course? Yes No	LEP Decision:

AVCAA signature	Date signed	Notes

OFFICE USE   Date notification sent to student _____   Updates: APAS _____   DARS _____   TES _____