

Name \_\_\_\_\_ Class \_\_\_\_\_ Student ID # \_\_\_\_\_

Signature \_\_\_\_\_ Today's Date \_\_\_\_\_ Box # \_\_\_\_\_

When will you attend another institution? \_\_\_\_\_  
Session(s) Year

What institution will you attend? \_\_\_\_\_  
Name & Location

*Please read the following carefully:*

- Credit may only be granted for academic work submitted on an official transcript from a regionally accredited college or university. Academic work undertaken abroad while on leave from the college during the academic year (fall/spring) is not acceptable for transfer credit under any circumstances.** Academic work completed abroad during the summer is eligible for transfer, with appropriate approvals below.
- General Education requirements may not be fulfilled with courses taken away from Pomona College (except the foreign language requirement.)
- Courses you wish to take for credit in your major must have separate departmental approval.
- Credit is not allowed for courses which repeat or in part overlap courses already taken.
- The maximum credit a student may earn in any one summer is the equivalent of three Pomona courses, including a maximum of one Pomona College Summer Reading and Research credit.
- A grade of C minus (C-) or better is required for credit to transfer. Work taken on a P/NC basis (or similar grading system) must be of pass quality, unless the institution allows a pass grade for work of less than C-minus (C-) quality, in which case the course is not transferable.
- Conversion of semester and quarter units to Pomona course equivalents is as follows:

Semester Units	Pomona Course	Quarter Units	Pomona Course
1	.25	1	.17
2	.50	2	.33
3	.75	3	.50
4	1.00	4	.67
5	1.25	5	.83
6	1.50	6	1.00

- Please complete the section below with information from the course catalog of the institution you plan to attend. It is best to list and obtain advance approval for any course you think you might take, in case your first choice is not available when you register.

Course Subject	Course No.	Title
1. _____		
Pomona Department Chair Name (please print)	Department Chair Signature	Fulfill Foreign Lang or major req?
2. _____		
Pomona Department Chair Name (please print)	Department Chair Signature	Fulfill Foreign Lang or major req?
3. _____		
Pomona Department Chair Name (please print)	Department Chair Signature	Fulfill Foreign Lang or major req?

**To the department chair:** If the student should receive less credit than otherwise would be warranted according to the conversion schedule above, please explain below or on the reverse of this form. Please also indicate if the course is equivalent to the third semester of a Pomona College foreign language course.

Registrar Approval