



In order to receive transfer credits for any course, a student must:

1. Have received a grade of B or better
2. Have taken this course within the past five years
3. Submit a copy of this form for each course you are petitioning along with the following materials to the Admissions Office, Boston University School of Social Work, 264 Bay State Rd, Boston, MA 02215
 - o Course outline/syllabus
 - o Official transcript (or written evaluation indicating a grade of B or better in case of a pass/fail grade)

To be completed by applicant

Name _____ Email _____

Address _____ Phone _____

Please check one:

- I have taken courses in another graduate social work program as a non-matriculated student (accredited by the Council on Social Work education). I understand I may transfer no more than nine (9) credits.
- I have taken courses in a graduate program other than social work. I understand I may transfer in no more than six (6) credits. Credits applied towards the completion of another degree program are not transferrable.
- I am currently enrolled in a graduate social work program (accredited by the Council on Social Work education) and wish to have courses considered for transfer.

School Name _____ Course #/Name _____

Semester/Year _____ Credits _____ Hours in Course _____ Grade in Course _____

BUSSW Equivalent _____

(Course title and number. If seeking credit towards a BUSSW elective, write "Elective.")

Student Signature Date

To be completed by BUSSW staff

Course previously approved Yes No For _____ Date _____

To be completed by BUSSW faculty

Yes, _____ transfer credits to be applied toward (course name or elective category): _____

No, petition for transfer credit denied.

Faculty Signature Date

To be completed by BUSSW Associate Dean for Academic Affairs

Processed

Signature Date