***Transfer of Graduate Credit***

In accordance with NDSU Graduate School policy, a student matriculating with a master's degree, including a degree earned at an international institution, must earn not fewer than 60 graduate credits at NDSU. The supervisory committee, the program coordinator, the academic dean, and the Dean of the Graduate School must approve all graduate credits used to meet the requirements of a doctoral degree. All transfer credits:

1. must ordinarily have been earned from a U.S. or Canadian institution accredited to offer graduate courses and degrees (Credits from international institutions are transferable only after examination by a committee from the student's program.);
2. must carry only grades of **A or B** on a 4-point scale;
3. must have been earned within a 10-year period at the time of the final examination for that degree;
4. must be clearly graduate level (dual level: a course listed as both graduate and/or undergraduate level will not be transferred);
5. must not be a continuing education, correspondence, extension, or workshop course;
6. must not be internship, individual study, special problem, or research (disquisition) courses, or courses graded Pass/Fail or Satisfactory/Unsatisfactory;
7. must not have been used to fulfill the requirements of a baccalaureate degree;
8. must be verified by an official transcript; and
9. will not be used in calculation of the grade point average.

It is the responsibility of the student to provide official transcripts of graduate courses taken elsewhere to the Graduate School. Official transcripts showing completion of credit to be transferred from other institutions must be in the Graduate School PRIOR to approval of the Plan of Study.

Student       ID #

Degree       Option Area:

**Transfer Credits**

The supervisory committee recommends the following transfer credits to satisfy degree requirements in accordance with the policies stated above. A maximum of 30 credits may be transferred into the Education Doctoral Programs at NDSU.

**Institution**

*Dept./Course #* *Course Title* *Qrt/Sem & Year* *Credits* *Grade*

**Institution**

*Dept./Course # Course Title Qrt/Sem & Year Credits* *Grade*

**Approvals**

The appointed committee has reviewed the student’s proposed transfer credit. It is recommended that the candidate be permitted to proceed with the dissertation process using the proposed study questions/hypotheses, methodology, and protocols.

Student Name Signature Date

Advisor Name Signature Date Credits Approved

The original copy of this report should be filed by the candidate’s advisor and copies sent to the candidate, each committee member, and the EDP program coordinator. The EDP coordinator will place this form in the student’s departmental file.