

## TRANSFER CREDIT POLICY - Department of Economics

Wesleyan regulations about the transfer of credits are designed to protect students from the misunderstanding that can arise when students take a course at another institution and discover upon returning to Wesleyan that it cannot be counted towards their degree. Hence, Faculty Regulations specify that credit will be awarded for courses taken at another institution only if approval is obtained *in advance*.

To receive credit for an economics course that you are planning to take at another institution, you must submit either: "Permission to Transfer Credit from Another College or University" (summer study or academic leave) or the relevant section of "Application for Study Abroad" (study abroad or domestic-approved program). In addition, you must complete this form, and attach a copy of a course description from the school catalog or equivalent document along with the cover sheet of the document. Submit both forms and attachments to the Administrative Assistant for the Economics Department. She will review your application and obtain the signature of the department chair.

1. Name: \_\_\_\_\_ Class: \_\_\_\_\_ Major: \_\_\_\_\_ Date: \_\_\_\_\_

2. Campus Box #: \_\_\_\_\_ Home Address: \_\_\_\_\_

Email: \_\_\_\_\_

Wes ID: \_\_\_\_\_ Wes Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

3. College/University: \_\_\_\_\_ Course Begins: \_\_\_\_\_

Course number and title of course(s):

4. Specify the amount of Wesleyan course credit you believe is appropriate for EACH course you are planning to take (1 credit, .75 credit, .5 credit): \_\_\_\_\_

### JUSTIFICATION:

Wesleyan courses customarily meet for 40 sessions of 50 minutes each - 2,000 minutes, and one Wesleyan course is considered to be equivalent to 4.00 semester hours or 6.00 quarter-hours.

How many credits are assigned to the course in the institution's catalog? \_\_\_\_\_

How long will the sessions be? \_\_\_\_\_

How many times will the course meet? \_\_\_\_\_

Total number of minutes? \_\_\_\_\_

5. Economics Majors and Prospective Majors Only: Do you wish to count this course toward one of the 200-level elective courses required for the Economics Major as well as have it count as one of the 32 courses required for graduation? Yes / No

If yes, please place a check in front of each of the following conditions to indicate that you understand that:

\_\_\_ a. The course must require introductory economics.

\_\_\_ b. The course must not substantially duplicate a course you have taken or will take at Wesleyan.

\_\_\_ c. No more than two transfer courses may count toward the major.

6. You may wish to preserve flexibility by obtaining advance approval for alternatives to the course(s) listed under **3** above. If so, list the courses here and attach the required documentation.

Approved: \_\_\_\_\_  
Economics Department Chair

Date: \_\_\_\_\_