



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. Send a copy of this form for each course you are petitioning with the following materials:
 - Course outline/syllabus
 - Official transcript (or written evaluation indicating a grade of B or better in case of a pass/fail grade)

TO: -> BUSSW - 851 Trafalgar Court Suite 420 W. Maitland, FL 32751
 • Fax: 877.308.9947 • email: admissions@onlinemsw.bu.edu

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 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