Permission to Take Courses at Another Institution for Transfer Credit to Memorial University

You do not need to complete this form if you plan to attend: Marine Institute, College of the North Atlantic, a francophone university that is required under specific degree program regulations, or a university/college in which a formal institutional exchange agreement with Memorial is in place.

Before any evaluation can commence, official transcript(s) and copies of university calendar course outlines must be received by the Office of the Registrar.

Use of any approved equivalent courses towards completion of a specific degree is subject to overall degree requirements (including Residence Requirements and academic unit regulations). Check with an advisor for your program before you complete equivalent courses at another institution to determine the applicability of course(s) towards your university degree.

Processing Time: Normally 4-8 weeks.
Fee: $30 per institution per semester.
Inquiries can be directed to transfer.credit@mun.ca or 709 864 4424.

Student Information

<table>
<thead>
<tr>
<th>MUN Student ID Number</th>
<th>First (Given) Name</th>
<th>Last (Family) Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone</td>
<td>@mun.ca email</td>
<td>Degree Major</td>
</tr>
</tbody>
</table>

Institution Details

Institution you plan to attend

Address of Institution

Course(s) to be Completed

Equivalent Memorial University Course(s) (Office Use Only)

Authorization

Student Signature Date (Month/Day/Year)

Personal Information and Protection of Privacy: The information on this form is collected under the authority of the Memorial University Act (RSNL 1990 c M-7). It is needed for, and will be used to update, your student record. If you have questions about the collection and use of this information, contact the Associate Registrar, Registration and Enrolment Services at 709 864 8260.

Method of Payment

Memorial University offers students a variety of payment methods. Each methods is described in detail by Financial and Administrative Services. Questions regarding methods of payment should be directed to cashiers@mun.ca.

Credit Card (choose one): Visa Mastercard

Credit Card Number Expiry Date (MM/YYYY)

Name on Card Signature

For Office Use Only

Institutions @ $30 each = $ Cashier’s Stamp