

Transfer Credit Collaboration Form

Trident University International reviews all official incoming transcripts for potential course equivalency. Equivalency is determined by evaluation of institutional accreditation, academic level, course content, and overall credit unit value.

If you feel your prior coursework may satisfy one or more of your current program requirements, please submit this completed form to MyDegreePlan@trident.edu. Your request will be reviewed by the Office of the Registrar and/or Program Director, Dean, or Office of the Provost.

Please review all published transfer policies at <http://www.trident.edu/catalog-handbook> (see University Policy Handbook and Addendums).

Please read the following carefully prior to submitting your form:

1. You must be an admitted TUI student and in good standing, with an approved degree plan.
2. All official transcripts must be submitted, including those bearing your intended transfer courses.
3. At the baccalaureate level, no external course with a grade lower than “D” will be transferred. No external course with a grade lower than “C-” may satisfy English or Math general education requirements, program core requirements, or upper division requirements.
4. At the graduate level, no external course with a grade lower than “B-” will be transferred.
5. At the graduate level, no external courses completed greater than 7 years prior to the TUI start term will be transferred.
6. Courses will transfer to Trident University International at the same level as they were completed at the external institution (upper/lower/graduate). Courses of a different level cannot be considered equivalent.
7. Please observe the residency requirements and transfer maximums published for your chosen degree program.
8. TUI certificate and dual degree programs are not eligible for course transfer.
9. Please observe our policies on Prior Learning Experiences, such as military transfer, CLEP/DSST exams, and other forms of non-traditional credit.
10. Your request should come from a recognized email address.

Submitting a request to review does not guarantee transfer. Additional information may be required to substantiate your request, such as a course syllabus or catalog. While TUI will make reasonable attempts to research your external coursework, it is your responsibility to provide supplemental information if requested. One form will be needed for each request submitted. Please contact MyDegreePlan@Trident.edu with any questions.



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Last Name: _____ First Name: _____ Middle Name: _____

Student ID: _____ Email: _____ Phone: _____ Date: _____

External Institution or Prior Learning Experience:			Trident University International	
Course #	Course Title	Course Description	Course #	Course Title
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Additional Comments/Requests (Please be sure to attach any additional certificates, course descriptions, syllabi, etc):