



Graduate Student Service Center  
 534 Goodell Building  
 University of Massachusetts Amherst  
 Amherst MA 01003-9333

## Request for Transfer of Nondegree Course Credit for Master's Level Programs

Criteria for Acceptable Transfer Credit  
 (Also refer to the *Graduate School Handbook*)

1. Six nondegree credits may be transferred from nondegree to degree status. (Some higher credit degree programs may transfer up to twelve nondegree credits.)
2. Courses must have been taken within three years of formal admission to the master's program.
3. Courses must not have been used to satisfy the requirements for any other degree.
4. The department must verify that the courses are applicable to the student's program.

Name: \_\_\_\_\_ Student number: \_\_\_\_\_

Department: \_\_\_\_\_ Degree: Master of \_\_\_\_\_

Dept.	Course #	Course Title	Credits	Grade	Sem/Year

Please transfer these credits to the student's master's degree program:

\_\_\_\_\_  
 Graduate Program Director

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Advisor (College of Education only)

\_\_\_\_\_  
 Date

Graduate School Use (52209):			
Admit Term: _____	Program: _____	Plan: _____	Processed: _____

*Return completed form to the address above. For questions, please call the Graduate Student Service Center at (413) 545-0722.*