



**New Paltz**  
STATE UNIVERSITY OF NEW YORK

Office of Records & Registration, SUNY New Paltz, 500 Hawk Drive, New Paltz, NY 12561-2439

**TRANSFER OF CREDIT APPLICATION**

Office Use Only:  
CEEB Code

Student ID Number 

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PRINT: Last Name \_\_\_\_\_ First \_\_\_\_\_

Permanent Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Expected Date of Graduation \_\_\_\_\_ Major (if declared) \_\_\_\_\_

Semester and year course will be taken \_\_\_\_\_ Institution where course will be taken \_\_\_\_\_

**A MATRICULATED NEW PALTZ STUDENT MAY TRANSFER CREDIT IF:**

1. The course(s) is approved in advance.
2. The grade earned is "C-" or above. A grade of "S" or "P" will be accepted if the course is not required for your major, for General Education, or for a requirement in an Education curriculum.
3. The institution from which you are transferring the course is accredited.
4. Your cumulative grade point average at New Paltz is 2.00 or above.
5. This course is NOT within your last 15 credits at New Paltz (New Paltz residency requirement).

**NOTE:** Only credits can be transferred. Grades earned elsewhere are not calculated into the New Paltz grade point average.

**WHEN THE COURSE IS COMPLETED YOU MUST HAVE AN OFFICIAL TRANSCRIPT MAILED TO:**

Office of Records & Registration  
State University of New York at New Paltz  
500 Hawk Drive  
New Paltz, NY 12561-2439

**THIS SECTION MUST BE COMPLETED PRIOR TO OBTAINING SIGNATURES BELOW:**

- The credits are within my last 15 credits at New Paltz: Projected Graduation Date: \_\_\_\_\_
  - No  Yes If Yes, special permission for exceptional circumstances may be granted by the dean of the major department.
- Total number of credits transferred to New Paltz to date
  - a) From a 2-year college \_\_\_\_\_ (70 maximum)
  - b) From a 4-year college \_\_\_\_\_

} Combined total may not exceed 90

\_\_\_\_\_  
Signature of Dean

*Please obtain the appropriate signatures according to the category or categories of the course(s) you wish to transfer.*

**GENERAL EDUCATION, COLLEGE-WIDE REQUIREMENT OR FREE ELECTIVE**

CRSE. #	CRSE. TITLE - OTHER COLLEGE	CR	CRSE. #	CRSE. TITLE - NEW PALTZ EQUIVALENT	CR	LA	UD	G.E. CATEGORY	SIGNATURE OF DIRECTOR OF ACADEMIC ADVISING (OM 127)

**MAJOR, MINOR OR CURRICULUM REQUIREMENT**

CRSE. #	CRSE. TITLE - OTHER COLLEGE	CR	CRSE. #	CRSE. TITLE - NEW PALTZ EQUIVALENT	CR	LA	UD	G.E. CATEGORY	SIGNATURE OF DEPARTMENT CHAIR OF YOUR MAJOR

I certify that the above information is accurate. \_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date