

## REQUEST TO TAKE COURSE CREDIT OUTSIDE SALEM STATE UNIVERSITY

*Please Print Clearly. Use One Form for Each Course.*

**Before registering for an outside course, please consult with Transfer Services**

\_\_\_\_\_  
Student ID  
Number

\_\_\_\_\_  
Class (Fr., So., Jr., Sr.)

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle

\_\_\_\_\_  
Course date

\_\_\_\_\_  
Institution

\_\_\_\_\_  
Course #

\_\_\_\_\_  
Course Title

\_\_\_\_\_  
Credit Hours

\_\_\_\_\_  
State the course number and title of the equivalent SSU course. Study abroad credits will be treated as course substitutions.

\_\_\_\_\_  
Course #

\_\_\_\_\_  
Course Title

\_\_\_\_\_  
Authorized signature

\_\_\_\_\_  
Date

**A minimum grade of C- is required for transfer. Upon course completion, an official transcript must be submitted to Transfer Services.**