



OFFICE OF ADMISSIONS

THE UNIVERSITY OF TEXAS AT AUSTIN

Undergraduate Admissions

Austin, Texas 78712-1157 • 512/475-7399 • FAX 512/475-7478

REQUEST FOR EVALUATION OF COURSES TO BE TAKEN AT ANOTHER INSTITUTION

(for use by current or former UT Austin students only; please write legibly)

Name: _____ Date: _____

Address: _____ UT EID: _____

City, State, ZIP: _____ Major: _____

Please mail results to me at the address above _____ -or- I will pick up (Main Building, Room 7) _____

Institution you plan to attend: _____
institution name location (city, state)

Unit of credit used at the institution: semester hours _____ quarter hours _____ other _____

In the spaces below list the department, number, credit value, and title for each course you plan to take and submit this form to the UT Austin Office of Admissions. Attach a catalog description or syllabus for each course; course schedule listings provide insufficient information for evaluation. Allow approximately two weeks for processing.

The Office of Admissions has my permission to access my records to the extent necessary to process this request.

Your signature _____

Table with 4 columns: department & course number, credit hours, course title, UT transfer evaluation (office use only). Rows 1-5.

Evaluated by _____ Title _____ Date _____

NOTES

- 1. Pre-evaluation of transfer credit does not constitute verification of good standing at UT Austin...
2. Approval is required from your academic dean if you will concurrently enroll at UT Austin and another institution...
3. 24 of your last 30 hours required for graduation must be taken at UT Austin...
4. Courses in which you earn a grade of D or F will not transfer...
5. Courses transfer at the same level (lower- or upper-division) as they were originally taken...
6. Subfreshman subjects (e.g. Intermediate Algebra, Developmental English) and workforce/vocational courses are nontransferable...
7. Courses at other institutions often have no direct UT Austin equivalent, but are accepted in transfer...
8. Courses at other institutions may have more or less credit than their UT Austin equivalents...