

## Senior Privilege Transfer Credit Request Form

**ABOUT THIS FORM:** "Senior Privilege" is a unique opportunity available to matriculated undergraduate Rowan students that enables them to register for up to six (6) credits\* of Rowan *graduate* coursework while matriculated in a Rowan *undergraduate* program. Students at Rowan University requesting the transfer of graduate credits under the Senior Privilege policy must meet all of the conditions outlined below and submit this signed form to Global Student Services within proper deadlines.

**TRANSFERRING CREDITS TAKEN UNDER THE SENIOR PRIVILEGE POLICY:** It is possible to transfer graduate credits taken under the Senior Privilege policy to a Rowan *graduate* transcript if the following conditions are met:

- The student is officially matriculated in a *graduate* program at Rowan University at the time he/she requests the transfer of credits. (Rowan University practices selective admissions; therefore, success in graduate courses taken via Senior Privilege does not guarantee admission into an academic program at Rowan.)
- The grades earned in the graduate course(s) meet the minimum satisfactory academic progress grade requirements and any course-specific grade requirements for the particular graduate program.
  - **Please note:** If a student chooses to transfer credits earned under the Senior Privilege policy, the course(s) and credits will appear on both the undergraduate and the graduate transcripts, but the grade will only appear on the undergraduate transcript and will not be counted toward the graduate cumulative GPA.

\* Only 3 credits of graduate coursework may be taken per semester for a total of 6 graduate credits total.

**Please complete this form in its entirety and submit it to Global Student Services, Enterprise Center, Suite 300.**

**Name:** \_\_\_\_\_ **Rowan (Banner) ID:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Program:** \_\_\_\_\_ **Date of Request:** \_\_\_\_\_

**The above named student has requested that the following Rowan University graduate course(s) be applied to his or her graduate transcript:**

Course Title: \_\_\_\_\_ Subject Code and Course #: \_\_\_\_\_  
 Credits: \_\_\_\_\_ Semester/Year: \_\_\_\_\_ Grade: \_\_\_\_\_

Course Title: \_\_\_\_\_ Subject Code and Course #: \_\_\_\_\_  
 Credits: \_\_\_\_\_ Semester/Year: \_\_\_\_\_ Grade: \_\_\_\_\_

### REQUIRED SIGNATURES

**It is your responsibility to obtain all signatures. This form will not be processed without all signatures.**

1. \_\_\_\_\_  
*Student Signature* *Printed Name* *Date*

2. \_\_\_\_\_  
*Undergraduate Program Advisor* *Printed Name* *Date*

3. \_\_\_\_\_  
*Graduate Program Advisor or Department Chair of Graduate Program* *Printed Name* *Date*

4. \_\_\_\_\_  
*Dean of College in which the course is housed* *Printed Name* *Date*

Upon receipt and review of this form, Global Student Services will transfer the credits from the undergraduate transcript to the student's graduate transcript.

Questions should be directed to Global Student Services at [globalstudent@rowan.edu](mailto:globalstudent@rowan.edu).

For office use only:  Student emailed    Date credit posted \_\_\_\_\_