



Term	Year
Summer/ Winter	
Fall	
Spring	
Full Year	

## AUTHORIZATION TO TRANSFER CREDIT

*Due Nov 1 for winter/spring, March 15 for summer/fall*

\_\_\_\_\_  
 Student name (please print)      Davidson ID Number      Davidson Email Address

\_\_\_\_\_  
 College/University or Abroad program i.e. IES, DIS      Location (city, country)

Major/Minor: \_\_\_\_\_ Adviser: \_\_\_\_\_

**Note: Often, you will need to take five classes elsewhere to receive the 14 minimum semester credits needed to receive four Davidson classes in transfer. Classes must be transferable to count in the total. You may transfer a maximum of four classes per fall/spring semester.**

Please provide information about the classes you plan to take at the other institution.  
 \*\* Please list credits in semester hours, if known. (See Page 2 for definition.)

Registrar's Office Preliminary Transfer Evaluation			Registrar Use Only	
Subject/Course #	Credits/ Semester Hours	Course Title	Davidson Course	Graduation Requirement
<b>Total Credits</b>	__	<b>Yields __ Davidson Credits in Transfer</b>		

\_\_\_\_\_ Initial that you have read the transfer credit practices on the second page of this form.

Registrar Notes
<p>*Save coursework for potential major/minor credit which must be approved by the department chair. Forward chair approvals to registrar@davidson.edu.</p> <p>*Official transcripts must be sent directly to the Registrar's office. See Administrative Section on Page 2.</p> <p>*If your original course selections change, please submit an updated Authorization form to registrar@davidson.edu.</p> <p>*Pre-med Online Transfer Courses: Most schools do not recommend online courses especially for courses with companion labs. Community college courses may be accepted but vary from institution to institution.</p>

## DAVIDSON COLLEGE PRACTICES REGARDING TRANSFER CREDIT

Updated September 20, 2024 / Registrar's Office

### Eligible colleges and universities:

Davidson College accepts credits from other colleges and universities based upon equivalency in terms of level, content, quality, comparability, and program relevance to a liberal arts curriculum. The college or university must be accredited for a liberal arts and general program or have similar accreditation abroad. Students studying abroad in the fall, spring, or summer must have the program formally approved by the Education Abroad Office in order to receive Davidson College credit.

### Eligible courses / course numbers:

1. Authority for approving transfer credit rests with the Registrar, who also may determine whether a course satisfies a non-major graduation requirement. Authority for determining whether a transfer credit will count toward a major, a minor, or an interdisciplinary minor rest with the appropriate chair.
2. Courses must be consistent with the academic objectives of a liberal arts curriculum and the mission of Davidson College.
3. A maximum of two online/hybrid courses may be transferred. The courses must involve ongoing interaction with instructors, i.e., not independent, self-paced modules.
4. Initially, most transferred courses are given the course number 199 (a generic number for transfer) or 199C (also generic but counting as graduation requirements or the like). The chair of a department or director of an interdisciplinary minor may ask the Registrar to assign a different number for courses likely to count toward a major, minor, or interdisciplinary minor. Ordinarily, that will take place after the student has returned; often, the chair or director will want to see the course syllabus and/or the student's submitted work. If there is no matching Davidson department, the course will transfer as UNS (Unspecified). Such courses may occasionally count towards distribution requirements.
5. The course must be completed with a grade of C-minus or better. "Pass" grades (or similar) are accepted only if the transcript indicates that the grade represents work of C-minus or better. The Davidson transcript shows a:
  - a. Letter Grade or a P grade for Davidson faculty taught courses
  - b. P grade for Non-Davidson faculty taught courses on Davidson programs
  - c. UG grades for Non-Davidson faculty taught courses on non-Davidson programs.
6. Courses that do not transfer include courses in management, marketing, advertising, or computer skills not strongly based in theory.

Transfer credits and grades do not affect Davidson GPA and do not count toward the limit of P/F.

### Course load:

**Because Davidson courses technically are four credit hours each, we require a minimum of 14 semester hours ("American credits") to transfer as four Davidson courses.** We do not transfer more than four courses in a semester or two in a summer, though in a few special cases approved in advance, three in a summer may be permissible. In general: 3-5 semester hours yield one Davidson credit; 6-9 yields two; 10-13 yields three. A course rated as fewer than three semester hours may be included as part of a total but will not transfer separately. Often, the student will need to take five approved courses elsewhere (15 semester hours) to be awarded four Davidson credits; the student may choose which four of the five course titles will transfer.

### Administrative:

Davidson may not release the transcript issued by another institution to a third party. *The student should make these arrangements immediately upon completion of the program.*

**It is the student's obligation to have transcripts sent directly to:**

Paper	Electronic
Registrar's Office 209 Ridge Rd Box 5000 Davidson, NC 28035	registrar@ davidson.edu