AMERICAN ISLAMIC COLLEGE

TRANSFER CREDIT REQUEST FORM

Please submit the Transfer request form with the course descriptions, your official transcript from college or university (if not already submitted) and, if available, course syllabus to the General Education Coordinator, Dr. Shabana Mir.

Additionally, the advisor may request that the student set an exam or test if more information is needed prior to accepting the transfer.

Credit Transfer Requests must be submitted with the application for enrollment. If the credit was completed after enrollment and during the semester at another college or between semesters, then the request must be submitted at least two weeks prior to the start of the new semester.

STUDENT NAME: _____ DATE_____

STUDENT ID#_____

COURSE TITLE	COURSE #	CORRESPONDING COURSE AT AIC	# OF CREDITS	YOUR FINAL GRADE	NAME OF THE COLLEGE/UNIVERSITY