

ACADIA UNIVERSITY
School of Education - Master of Education Programs

Request to Transfer Previously Completed Courses (check one box)

A request to transfer courses completed at an institution other than Acadia University into my Acadia M.Ed. program. I confirm that the course(s) were not previously used for a degree or a diploma.

Students must substitute a graduate level Acadia education elective course(s) in their current program on approval of this request.

A maximum of 12 credit hours of academic courses may be transferred.

An official transcript must be sent to the Registrar's Office before credit is placed on the Acadia transcript. Final approval of the Acadia University Registrar's Office is required.

A request to apply a graduate Education course(s) taken at Acadia University to my current Acadia M.Ed. program.

Students must substitute a graduate level Acadia education elective course(s) in their current program on approval of this request. **Final approval of the Acadia University Registrar's Office is required.**

Complete this form and return to: School of Education, Acadia University, Campus Box 57, Wolfville, NS B4P 2R6 • Fax: 902-585-1071 **Please allow a minimum of two weeks for your request to be reviewed.**

Name: _____ Acadia ID#: _____

Email: _____

Street/PO/RR: _____

Town/City: _____ Prov: _____ Postal Code: _____

Current M.Ed. Program: _____ University where courses were completed: _____

| <u>Course Name & Number</u> | <u>Acadia Equivalent</u> | <u>Credit Hours</u> | <u>Check/Initial Approval</u> |
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Notes:

School of Education Graduate Coordinator or Director

Date