



# Application for Transfer Credit/Exemption

## A. Personal Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ SLC ID: \_\_\_\_\_ Campus:  Brockville  Cornwall  Kingston  
 Phone Number: \_\_\_\_\_ Program: \_\_\_\_\_ Level: \_\_\_\_\_ Date: \_\_\_\_\_

By checking this box I certify that I am the above named student and that all of the information on this form is true and correct. I also agree that the checkbox is to be used as my electronic signature. *Please note confirmation will be sent to your student email account.*

## B. Transfer Credit – Course credits based on academic studies at other accredited post-secondary institutions.

Indicate the subject and code, institution, title, grade, and the year and term taken for the courses that you have taken at the post-secondary level						St. Lawrence College course information		Office Use Only	
Institution	Subject & Course Code	Course Title	Grade Achieved	Term Taken	Year Taken	Subject & Course Code	Course Title	Equivalency in database	Approved Yes/No

## C. Exemption – Credits awarded in recognition that the course requirement is waived through academic assessment and testing or assessment on prior academic achievements.

I, request to be exempt from (subject, course code, and title) \_\_\_\_\_ based on the following prior academic achievements (include as much detail as possible): \_\_\_\_\_

## D. Office Use Only

**Transfer Credit:**  Official Transcript  Course Outline  International Assessment  Credit Transfer Advisor Evaluation  Program Coordinator Evaluation

Denied/Reasons: \_\_\_\_\_  Add to Database  5 Year Expiration  Other: \_\_\_\_\_

**Exemption:**  Student meets exemption requirements  Student does not meet exemption requirements due to: \_\_\_\_\_

Program Coordinator Approval (Print): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fee Added  Fee Paid  Transfer Credit Posted  Exemption Posted  Course Dropped (if student is currently enrolled)  Student Advised

Credit Transfer Advisor Approval (Print): \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date Received: \_\_\_\_\_