



Transfer Credit Request

Name	Program
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Student ID #	Start Date
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Do you have any postsecondary education? Yes No

If yes, please list the names of, and provide the Admissions Office with official transcripts and course descriptions for all colleges attended:

To qualify for transfer of credit you must provide official transcripts **and** accompanying course descriptions from an accredited postsecondary institution for verification of content. Courses must fulfill the following requirements:

1. Courses must have the same or greater number of credits than the course for which you are asking transfer of credit.
2. Courses must be comparable in description for acceptance and be a transferable course.
3. You must have achieved a grade of C or better in the course.

You may also be asked to show a portfolio, syllabus, or other documents that apply to the course.

List course(s) for which you are asking for transfer of credit:

For transfer credits to be considered for acceptance at The New England Institute of Art, transcripts and course descriptions must be received no later than two (2) weeks PRIOR to matriculation. In special circumstances, deemed appropriate by the Director of Admissions, unofficial transcripts may be used for review before matriculation, with the agreement that the OFFICIAL transcripts must be received by the fifth (5) week of matriculation in the first semester of study. Transfer of credit will not be considered for acceptance after the add/drop period in the student's first semester of study.

Signature

Date