



Doctoral Transfer Request Form

Please complete the following (print clearly):

Student Name: _____

Online Student Campus Student

Home Address: _____

Home Phone Number: _____ Email: _____

Social Security #: _____

Today's Date: _____ Program of Study: _____

I am requesting that the following courses be reviewed to determine if they may transfer to GCU and apply toward my program of study.

1) Name of Institution: _____

Address of Institution: _____

Course ID/Course Title: _____

Start & End Date of Course: _____ Credits Earned: _____

Quarter Semester Grade Earned in Course: _____

Anticipated GCU Equivalent Course: _____

2) Name of Institution: _____

Address of Institution: _____

Course ID/Course Title: _____

Start & End Date of Course: _____ Credits Earned: _____

Quarter Semester Grade Earned in Course: _____

Anticipated GCU Equivalent Course: _____

In order for transfer credit to be evaluated, the following items must accompany this completed form:

1. A photocopy of the course description for each course being evaluated
2. An OFFICIAL sealed transcript from the institution where courses were completed.

Note: If official transcripts have already been requested to be sent directly to GCU, it is the student's responsibility to ensure the speedy delivery of those transcripts by contacting the former institution. Unofficial copies are acceptable for a preliminary review, however credit will not be posted to student record without official transcripts.

****Please note that only courses with grades of B or better are transferable to GCU. A maximum of 9 doctoral credit hours may be transferred into a doctoral program. Requests for transfer credit that are received without necessary supporting documentation will be returned to the student.**

Student Signature: _____ Date: _____

Completed forms and documentation should be returned to:

Office of Graduate Studies
graduatestudies@gcu.edu
Phone: 602-639-6005
Fax: 602-639-7820

Office of Graduate Studies
Grand Canyon University
PO Box 11097
Phoenix, AZ 85061-1097