

(Please fill this form out fully, then photocopy twice then staple all three together.)

# RHODE ISLAND COLLEGE AUTHORIZATION OF CREDIT FORM

Student Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

Curriculum/Major/Concentration \_\_\_\_\_

### **Permission to Study at Another Institution:**

This course name and number \_\_\_\_\_

may be completed at this institution:

and, is equivalent to this Rhode Island College course and number:

\_\_\_\_\_

Department Chair Approval \_\_\_\_\_

Department Name \_\_\_\_\_ Date \_\_\_\_\_

### **Procedure:**

- You must obtain the department chair's approval from the department for which you seek credit. For example, if seeking to obtain credit for a Biology course, the department chair of Biology must approve.
  
- You must earn a grade of 2.0 (C) or better to transfer the course to your Rhode Island College record from a regionally accredited institution.
  
- You have to be a degree candidate to transfer credit to Rhode Island College records.

***UPON COMPLETION OF STUDIES, IT IS THE STUDENT'S  
RESPONSIBILITY TO FORWARD AN OFFICIAL TRANSCRIPT  
TO THE RECORDS OFFICE AT RHODE ISLAND COLLEGE.***