

# CREDIT TRANSFER REQUEST FORM

## Department of Computer Science

(Please use one form per course requested.)

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

Dear \_\_\_\_\_:  
Professor's Name

\_\_\_\_\_ is a  PhD  MS student in the Department of Computer  
Student's Name

Science. He/she is requesting that the following course taken at the institution named below be transferred for credit at Virginia Tech. As Director of the Graduate Program Committee (GPC), it is my responsibility to approve or deny such requests. Please examine the attached documentation and indicate below whether you feel the course should be accepted or not. Thank you for your time.

Naren Ramakrishnan,  
Director of the Graduate Program Committee

Transfer Course				
Course:	Title:	Institution:	Grade:	Credits:

Virginia Tech Course	
Course:	Title:

### To be completed by the course instructor

Please mark one of the following:

- Yes, the above course transfers.                       No, the above course does not transfer.
- Transfer it as General Elective hours.                       Transfer it as the specific course: \_\_\_\_\_
- Yes, the above course transfers, but consider the following comments.

Comments:

Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department of \_\_\_\_\_

Director of GPC Signature: \_\_\_\_\_