



Rutgers Business School
Newark and New Brunswick

APPLICATION FOR TRANSFER OF ACADEMIC CREDIT/PROFESSIONAL EXPERIENCE

Only courses from other M.B.A., Ph. D., or Master’s Programs in AACSB Accredited Schools will be accepted for transfer. The maximum amount of transfer credits is 6. A syllabus and an official course description or catalog link must accompany this request. Photocopies are not acceptable. Transfer credits are not considered for courses in which the student received less than a B grade or courses which were used towards the satisfaction of other degree/program requirements.

Program Name: _____

Student Name: _____ Student ID #: _____

Phone: _____ Email: _____

Name of Transfer School: _____

TRANSFER CREDITS TAKEN AT ANOTHER INSTITUTION:

Number & Name of course taken at another institution	Number & Name of Course at RBS (equivalent course) *	For Office Use Only: Approval/Denial

* If there is no Rutgers equivalent course, enter “Elective”.

A list of accredited institutions can be found at: <http://www.aacsb.edu/accreditation/accreditedmembers.asp>.

CREDIT REQUEST FOR PROFESSIONAL EXPERIENCE:

Subject to approval by the program director, students can be granted a course waiver up to 3 credits. The request should be toward a specific course in the program curriculum. Please make sure you discuss this with your program director.

Please note that MBA students/applicants do not qualify for professional experience credit.

Professional Experience	Number & Name of Course at RBS (equivalent course)*	For Office Use Only: Approval/Denial

Student Signature _____ Date: _____

For Office Use Only:

I approve the transfer of _____ credits:

Date: _____

Program Director