

Petition for Transfer Credit from a Professionally Accredited Program

Transfer work completed through a program accredited by a regional or national professional accrediting body may be accepted. The request for transfer must be approved by the department chair for the student's major. Coursework will be posted to the student's transcript as one block of credit hours under the course prefix associated with the student's academic major (for example, PUBH 0000).

Complete the Student Section, save this form as a PDF, attach appropriate supporting documentation, and send to records@eiu.edu. The Office of the Registrar will forward your request on to the academic department chair of your major for review.

Student Section

E# Name EIU email address

Name of School Location (state)

Name of professional accrediting body

I am requesting a review of my transfer work completed at a non-regionally accredited institution.

Signature Date

Department Chair Section

I have reviewed this transfer credit and recommend awarding a block of credit hours in my discipline. This transfer work was completed at an institution accredited by a regional or national professional accrediting body.

Please award _____ semester hours of credit in _____ subject.

Department Chair signature Date

Registrar's Office Section

Transfer Evaluator initials Date

An official transcript must be on file in the Office of the Registrar before any approved credit can be applied. If approved, credit will be awarded as lower division unless otherwise specified by the Department Chair.