

**WHARTON DOCTORAL PROGRAMS  
UNIVERSITY OF PENNSYLVANIA**

**REQUEST FOR APPROVAL OF TRANSFER OF CREDIT**

*Return completed form to Wharton Doctoral Office with required attachments.  
3620 Locust Walk , Philadelphia PA 19104-6302*

Name: \_\_\_\_\_ SS#: XXX-XX (last four digits) Date: \_\_\_\_\_

Courses Taken: \_\_\_\_\_ less than 10 years before admission to a degree program at the  
Wharton School

\_\_\_\_\_ ten or more years before admission to a degree program at the  
Wharton School

PhD. candidates are permitted to transfer up to eight course units of graduate study. Masters students are normally NOT permitted to transfer courses into their programs. One course unit equals 3 semester hours. Note that **only grades of "B" or better are acceptable - no grades of Pass or Satisfactory** may be transferred.

**You must attach a copy of the relevant transcript(s).** If you are requesting permission to transfer courses taken ten or more years prior to admission to the Ph.D. program, you must also append a letter directed to the faculty Ph.D. Coordinator indicating what relevant academic activity you have engaged in since taking these courses

Course Department and Number	Course Subject(Title) (in 11 characters or less)	Institution	Term and Year Completed
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____

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\_\_\_\_\_  
*Signature of Student*

\_\_\_\_\_  
Date

Ph.D. Coordinator's Action: Approve \_\_\_\_\_ Disapprove \_\_\_\_\_

\_\_\_\_\_  
*Signature of Department Ph.D. Coordinator*

\_\_\_\_\_  
Date

Vice Dean's Action: Approve \_\_\_\_\_ Disapprove \_\_\_\_\_

\_\_\_\_\_  
*Signature of Vice Dean*

\_\_\_\_\_  
Date

