

**TRANSFER CREDIT
Approval Form**

ST. OLAF COLLEGE
Registrar's Office

Student Information

St. Olaf ID#: _____ Name: _____ Date: _____

Institution Name	City, State, Country*	Term

*Note: If the courses will be taken at an institution outside of the U.S., contact the Smith Center first to discuss your plans.

Courses You Intend to Take

Department	Course number	Course title	# of Credits at other institution	St. Olaf GE/CORE requested	Registrar's Office Use Only	
					Approved for Credit	Approved for GE/CORE

If you intend for your transfer work to fulfill a requirement in your major/emphasis/concentration, please obtain approval from the Department Chair or Program Director, who can then submit a future exception for you in DegreePath.

Transfer policies that apply:

- Only courses completed with a grade of C or higher will be accepted for transfer.
- Grades from transfer courses will be listed on the St. Olaf transcript but will not be included in the St. Olaf GPA.
- A maximum of 4 St. Olaf credits and 2 GE/CORE requirements may be transferred back to St. Olaf for continuing students.

For more information about transfer of credit, please see the [Catalog](#).

Return completed form to the Registrar's Office in person or by email to the Registrar's Office at registrar@stolaf.edu.

A final, official transcript in a sealed envelope or accessible via a secure link to a PDF must be sent to the Registrar's Office directly from the awarding institution. Mailed transcripts can be sent to:

St. Olaf College
Registrar's Office
1520 St. Olaf Avenue
Northfield, MN 55057

There are no St. Olaf grants or scholarship available for summer coursework. Students may be eligible for federal or state funds for summer. Please check in with the Financial Aid Office for your specific situation.