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Transfer Evaluation Request Form 2024-2025

Name _____ Student Number _____
 Last First Middle

Name(s) formerly used _____ Social Security Number _____

We will email the results of your evaluation to this email address with 6-8 weeks. If you change your email address, please contact the office of admissions at 360-392-4269 or admissions@nwic.edu.

Primary Telephone (____) _____ Alternate Telephone (____) _____

_____ Please indicate the Program of Study you would like your transfer transcripts evaluated toward. _____

Please check ONE box only. Incomplete forms will be returned to student.

- | | |
|---|--|
| <input type="checkbox"/> BS-Native Environmental Science–
Interdisciplinary Concentration Option | <input type="checkbox"/> AAS– General Direct Transfer |
| <input type="checkbox"/> BS-Native Environmental Science–
Environmental Option | <input type="checkbox"/> AAS– Business and Entrepreneurship |
| <input type="checkbox"/> BA-Community Advocates in
Responsive Education in Human Services | <input type="checkbox"/> AAS– Public and Tribal Administration |
| <input type="checkbox"/> BA-CARE Concentration: Tribal Vocational Rehabilitation | <input type="checkbox"/> AAS-T– Early Childhood Education |
| <input type="checkbox"/> BA-Native Studies Leadership | <input type="checkbox"/> ATA– Chemical Dependency Studies |
| <input type="checkbox"/> BA-Tribal Governance and Business Management | <input type="checkbox"/> ATA– Individualized Program |

**Students wishing to transfer credits towards an individualized Program should consult with an academic advisor to develop a program proposal for this degree.*

_____ Please list all colleges you wish to transfer credits from. Please have **official transcripts** sent directly to NWIC. _____

The evaluation process can not begin until official transcripts from all listed colleges are received by Admissions.

Name of College or University	City	State	Degree Earned If any

Signature



Transfer Evaluation Process and Policies

To request transfer credits from other colleges or universities to be evaluated toward your degree at Northwest Indian College, follow these simple steps:

1. Request one **official** copy of your academic transcripts from each of your previous college(s). Have the official transcript sent directly to the NWIC Office of Admissions at the address above.
We recommend that you request an unofficial copy for your own records and for advising purposes while you are awaiting your official evaluation results. Many colleges make unofficial transcripts available online at their college website.
2. Complete the Transfer Evaluation Request form (on reverse) and return it to the NWIC Office of Admissions. Be sure to indicate only ONE current program of study and sign the bottom of the form.
3. Wait for the NWIC Office of Admissions to mail you the results of your Transfer Evaluation Request in the form of a degree worksheet. This usually takes 6-8 weeks, depending upon how long it takes to receive official transcripts and other factors as listed below.
4. Make an appointment with your academic advisor to review your degree worksheet (if needed).

Types of credit which can not be accepted for transfer credit:

- ◆ Courses below college-level (99 or below)
- ◆ Courses with a grade below C- (1.7 GPA)
- ◆ Courses from non-regionally accredited institutions
- ◆ Repeated courses (can only be granted credit for each course once)
- ◆ Courses for which a student is currently enrolled (no grade yet on official transcript)
- ◆ Courses with grades of NP, U, I, or other non-credit granting grade
- ◆ Certain vocational or clock-hour courses

Please keep the following in mind while waiting for the results of your transfer evaluation:

- ◆ Requests for official evaluations are prioritized in the following order:
 - Highest Priority - Students who have applied to graduate
 - Second Priority - Students enrolled in the current quarter
 - Third Priority - Students who have not yet enrolled at Northwest Indian College
 (Transfer credits will not be posted to NWIC transcripts until you have registered for classes at NWIC)
- ◆ Every attempt will be made to complete the transfer evaluations within a 6 to 8 week time frame dependent upon timeliness of the receipt of official transcripts and the priorities listed above.
- ◆ The lack of an official evaluation will not prevent you from registering for courses at NWIC. Bring your unofficial transcripts to your advisor to discuss your degree plans while you are waiting for your official evaluation.