



# Transfer Credit Request

Name: \_\_\_\_\_

Address: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Graduate courses taken from institutions accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education will be considered for credit. Up to 21 units are eligible for transfer toward a GCS master's degree and up to 36 units are eligible for transfer toward a GCS Master of Divinity degree. Only courses in which you received a "B" or higher will be accepted. Courses must be relevant to the GCS curriculum and be taken within eight years before enrollment at GCS.

To seek transfer credit:

- Complete this form and mail all documentation to the Registrar at:  
Grace Communion Seminary, 3120 Whitehall Park Dr., Charlotte, NC, 28273-3335
- Documentation must include an official transcript from the institution in which you completed the course. Send a description of the course from the catalog (if possible, copy and paste description from institution website) or send a syllabus from the course so that we may see how it compares to GCS courses.
- If the transcript is not in English, it must be submitted through World Education Services.

| Name of Course                          | Name of Institution |
|---|---------------------|
| 1.                                      |                     |
| <b>GCS Course Equivalent, if any:</b>   |                     |
| <b>Course description from catalog:</b> |                     |

| Name of Course                   | Name of Institution |
|----------------------------------|---------------------|
| 2.                               |                     |
| GCS Course Equivalent, if any:   |                     |
| Course description from catalog: |                     |

| Name of Course                   | Name of Institution |
|----------------------------------|---------------------|
| 3.                               |                     |
| GCS Course Equivalent, if any:   |                     |
| Course description from catalog: |                     |

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
GCS signature

\_\_\_\_\_  
Date

