



NORTHWESTERN UNIVERSITY

OFFICE OF THE REGISTRAR

APPLICATION FOR CREDIT FOR NON-NORTHWESTERN COURSES

(for students in Communication, Education, Journalism, and Music)

NOTE: For Procedure and Policies, see the back of this form

Student's Name _____ Student ID # _____

School _____ Student Class _____

Institution at which course is to be taken _____

Accredited by national accrediting body? Y N Four Year School? Y N

Course Number and Title _____ (Level of course - Documentation must be provided by student)

Course Description _____

Term course will be offered _____ (Beginning and End Dates of Course)

Credits granted by sponsoring institution _____ (Specify semester or quarter hours)

Course to be used as:

Major/Minor Work Distribution Requirement
Related Work For Major Elective Credit

NOTE: If you intend to use this credit to graduate early, read the regulations governing the University Residence Requirement as described in the Undergraduate Catalog.

DEAN'S USE [] Student advised of University Residence Requirement

DEAN/REGISTRAR'S OFFICE USE

Northwestern equivalent _____

Comments _____

School Approval _____ Date _____

Office Use Only

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PROCEDURE

1. Complete form: provide appropriate supporting documents
2. Consult your academic advisor
3. Obtain school approval
4. Upon completion of course, have official transcript sent to:
Office of the Registrar
633 Clark Street
Evanston, IL 60208
5. Once the approved course has been entered on the record, students may view the entry on CAESAR

POLICIES

1. Institution must be accredited by national accrediting body
2. No internet or correspondence courses accepted at Northwestern University
3. No Community or two year college courses accepted after sophomore year at Northwestern University
4. After freshman matriculation at Northwestern University, a maximum of four transfer credits from other domestic colleges or universities may be earned at any time prior to the final three quarters of residence