**Credit Transfer Checklist Form**

|  |  |  |  |
| --- | --- | --- | --- |
| Student Name |  | | |
| ID Number |  | | |
| Major |  | | |
| CGPA in Previous University |  | | |
| Previous University(s) Attended |  | | |
|  | | |
| Type of College / Location |  | | |
| Accredited by Ministry of Higher Education andScientific Research of Kurdistan | * YES * NO | Name: | |
| Signature: | Date  : |
| Last semester/year attended |  | | |
| Is student graduated more than 5 years? | * YES NO * Number of Years since previous university graduation | | |
| If so, specify the number of years |
| **REQUIRED DOCUMENTS FROM THE**  **STUDENT** | | | |
| Official Sealed Transcript (English) | * YES | * NO |  |
| Detailed Course Syllabus & Course Description | * YES | * NO |  |

|  |  |
| --- | --- |
| **For Admissions Office Use Only** | |
|  | APPROVED : The student file is complete and ready for credit transfer processing |
|  | HOLD : The student file is not complete |
|  | REJECTED : The student is not eligible for credit transfer |
| Remarks / Comments |  |

|  |  |
| --- | --- |
| Reviewed by: | **Admissions Officer** |
| Name |  |
| Signature |  |
| Date |  |