



Master of Science in Arts Administration Petition for Approval of Credits for Transfer

Boston University Metropolitan College

INSTRUCTIONS: Please type or print legibly in pen. You may only transfer up to 8 credits towards your degree. Further, in order for transfer credits to be approved they must have been taken at the graduate level and not used towards a previous degree. A separate form must be submitted for each institution from which transfer credit is requested. Submit this completed form along with as much information about the current course as possible (i.e. syllabus, catalogue, description, etc.) to the department address below. You must also request that an official transcript of the course work be sent to:

**Boston University, MET Arts Administration
808 Commonwealth Avenue, Room 269G
Boston, MA 02215**

First Name: _____ Last Name: _____

Address: _____

BU ID: _____

Institution transferring credits from: _____

Program transferring from: _____

List courses below. Be sure to attach sufficient supporting documentation.

Academic Year & Semester	Course Number	Official Course Title	Course Credits	Grade

Total Course Credits: _____

FOR OFFICE ONLY: Advisor: Approved Not Approved

Signature: _____ Date: _____

Comments:
