BOSTON UNIVERSITY

EXTERNAL CREDIT EVALUATION FORM – Graduate Schools

ANALYSIS OF TRANSCRIPT FOR EXTERNAL CREDITS

ATTENTION: this form is for internal use only. This form is for external evaluation requests that have not been previously posted to the students record. Students looking to appeal already posted transfer credit should speak to their academic advisor.

Step 1: To be completed by the Graduate school. Incomplete forms will not be considered for credit. Please append respective official transcripts to this form and send to credeval@bu.edu for processing. Forms without attached official college transcripts will not be processed until the official transcript is received.

Name: _____ BUID: U_____

BU Program/Plan: _____ Class Year: _____

External College/University of Proposed Work: _____

Step 2: To be completed by the Graduate school, incomplete forms will not be considered for credit. Please fill out all sections of the table below. If the student attended multiple institutions, please fill out separate tables for each external institution. If more space is needed, overflow courses may be added to a second table. Please be sure to write the External Institution on each table.

External Institution: _____ Credit Type: Semester ☐ Quarter ☐

Term	External Course Code	Course Name	Grade	Units	BU Course Equivalent

External Institution: _____ Credit Type: Semester ☐ Quarter ☐

Term	External Course Code	Course Name	Grade	Units	BU Course Equivalent

Department Signature: _____ Date:_____
Department Name (please print): _____
Department Comments (if any):