



## Application for Course Transfer Approval (MSN and Post-MSN DNP Students Only)

**Instructions:**

- Complete the following form and return it to your Program office.
- Use one form for each FPB course for which you are requesting transfer credit.
- Attach a copy of the syllabus for each course submitted for credit transfer.
- More than one prior course may be submitted for one FPB course.
- A course to be taken at another institution for the purpose of credit transfer to FPB should be approved in advance. Have a transcript sent to FPB after the course is completed.
- A grade of B or higher is required for courses approved for credit transfer.
- For post-MSN DNP students, course must be taken within the past 5 years

\_\_\_\_\_

NAME	Student ID #	EMAIL
------	--------------	-------

**I am requesting transfer credit for the following course(s):**

Course#	Course Name /Institution /Semester and Year Taken	Credit hrs
<div style="text-align: center;">_____</div> FPB equivalent course# and title		

Course#	Course Name /Institution /Semester and Year Taken	Credit hrs
<div style="text-align: center;">_____</div> FPB equivalent course# and title		

Approved       Not Approved

**Faculty Reviewer:** If not approved, briefly state why the prior course is not equivalent

\_\_\_\_\_  
\_\_\_\_\_

Student's Signature	Date
---------------------	------

Faculty's Signature	Date
---------------------	------

Program Director's Signature	Date
------------------------------	------