

Verification of Transferability



Welcome and Registration Center
 7932 Opossumtown Pike Frederick, MD 21702
 Fax: (301) 624-2799 Phone: (301) 846-2431

This form is used to verify transferability and equivalency of courses from other institutions to FCC. You are still subject to the institution's requirements for meeting pre-requisites, transfer standards, and graduation requirements, including the required grade point average in your selected program of study. You may view this information in our College catalog or on our website at www.frederick.edu

If you are a current FCC student and wish to take one (or more) of your required courses at another institution, please provide the following information and allow FCC 5 to 7 business days for the courses to be approved. Be sure to indicate if you want to pick up the form, or would like it mailed or faxed to you. This form may also be used for reverse transfer purposes.

The following College policies apply to the transfer of credits:

- A maximum of 45 credits may be transferred into FCC.
- It is your responsibility to have an official transcript sent directly to the Welcome Center at FCC upon completion of the course work for evaluation purposes at FCC.

Name _____ Date _____

Student ID # _____ Date of Birth _____

Address _____ Degree Program _____

City, State, Zip _____ Phone # _____

Name of institution where course(s) will be taken _____

Semester you plan to enroll (valid only for the semester listed) _____

Dept.	Course #	Course Title	Credits	FCC Equivalent Course (FCC use only)

Completed form to be:

Picked up _____

Mailed to home address _____

Faxed (provide name and number) _____

 Student Signature

 Date

 FCC Transfer Evaluator

 Date