



Transfer Credit Petition Form

This petition is used to request the re-evaluation of a transfer course as an equivalent of a Texas Southmost College course. The appropriate Dean makes the final decision about whether a course is approved or denied.

First Name Last Name TSC ID#

Email Telephone/Cell #

Student Signature: _____ Date: _____

Please provide the course(s) that were taken at the other institution that you petition to be granted:

External Course Information

TSC Course Information

External Institution	Prefix and #	Course Title	Credit	Prefix and #	Course Title	Credit

- Attach a transcript copy of the external institution attended
- Attach course description(s) of the external institution
- Attach course description(s) of TSC course

Student Academic Program: _____

Academic Advisor: _____ Date: _____

Printed Name: _____

Student, please submit form with Advisor's signature and proper documentation to the Office of Admissions and Records for review. Admissions will submit request to corresponding department for re-evaluation and notify student of final outcome.

Program Director: _____ Date: _____ Approved Denied

Dean of Division: _____ Date: _____ Approved Denied

Please email approved/denied form to admissions@tsc.edu for processing.

OFFICE OF ADMISSIONS USE ONLY

Received by: _____ DATE: _____