

## REQUEST FOR THREE-YEAR TRANSFER OPTION

To be eligible for the Three-Year Transfer Option, you must have completed 15 semester hours with a GPA of 2.50 or higher since your readmission to the College of Charleston. You must also have been away from the college for a minimum of three calendar years before your readmission to the College of Charleston.

Students whose degrees have already been conferred are not eligible to apply the Three-Year-Option.

Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_  
Last First M.

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_@g.cofc.edu

### Please fill out the following tables.

*If you need assistance, contact Undergraduate Academic Services at 843.953.5674.*

I. Please list all courses you have taken **since your readmission** to the College of Charleston.

Course	Semester taken	Final Grade	Credits
<i>E.g., MATH 101</i>	<i>Spring 2013</i>	<i>B+</i>	<i>3</i>
<b>Total credits completed since readmission to the College of Charleston:</b>			

*\*Use back to list additional courses if necessary*

II. Please list all courses on your previous academic record for which you received a C- or lower. **You will lose credit for these courses** once the Three-Year-Transfer Option is processed.

Course	Semester taken	Final Grade	Credits
<i>E.g., MATH 101</i>	<i>Fall 2011</i>	<i>D+</i>	<i>3</i>
<b>Total credits lost by enacting the Three-Year-Transfer-Option:*</b>			

*\*Use back to list additional courses if necessary*

*My signature below indicates that I understand that the Three-Year-Option can only be applied one time to a student's record. Once applied, it cannot be reversed. Students nearing graduation must request that the Three-Year-Option be applied to their record before applying for graduation.*

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\*\*\*\*\*

### FOR OFFICE USE ONLY

Approved/Denied: \_\_\_\_\_ Effective Term: \_\_\_\_\_

UAS Staff Signature

\_\_\_\_\_ Date