

TRANSFER CREDIT REQUEST



Office of the Registrar

10215 – 108 Street NW, Edmonton, Alberta, Canada T5J 1L6

T 780.644.6000 | Toll-free 1.866.534.7218 | admissions@norquest.ca | www.norquest.ca

INSTRUCTIONS

- Admitted students: complete and submit this form by email to admissions@norquest.ca.
- Look up your courses at www.transferalberta.ca. If no existing agreement exists, attach course outlines for your previous coursework.
- Submit transfer credit requests early, as assessments can take up to 12 weeks.

FOR OFFICE USE ONLY

DATE RECEIVED

ENTERED BY

PERSONAL INFORMATION

NORQUEST STUDENT ID#	FIRST NAME / GIVEN NAME (LEGAL)	LAST NAME / SURNAME (LEGAL)	YOUR PROGRAM

TRANSFER CREDIT REQUESTED

NAME OF EXTERNAL INSTITUTION	REQUESTED COURSE NAME/NUMBER	NORQUEST COLLEGE COURSE FOR WHICH YOU ARE SEEKING CREDIT
Name of College/University	e.g. ENG 102	e.g. ENGL 2550

CHECKLIST

- I have attached course outlines (if no previous agreement exists for my courses at www.transferalberta.ca)
- I achieved a grade of at least C- (or 60%) in the requested course(s)
- I have read and understood the transfer credit request process and timelines found at www.norquest.ca/transfer

Freedom of Information & Protection of Privacy (FOIP) Notification Statement

The personal information requested on this form is collected under the authority of section 65 of the Post-secondary Learning Act and section 33(c) of Alberta's Freedom of Information and Privacy Act and will be used for the purpose of assessing and granting transfer credit. For information about the collection and use of this information, contact the Policies and Regulatory Compliance Office at 10215 108 Street NW, Edmonton, AB, T5J 1L6, Tel. 780.644.6000.

STUDENT SIGNATURE	DATE