



MBA Transfer Course Approval

MBA Office, 3800 Victory Parkway, Cincinnati, OH 45207-1221, Phone 513 745-3525, Fax 513 745-2929

Student I.D. Number _____ Last Name _____ First _____ Middle _____

Address _____ City _____ State _____ Zip _____ Phone _____

Email address _____

The student is authorized to register for the following course(s) at:

Name of Institution

Catalog Number	Title of Course	Credit hrs Sem. or Qtr.	Xavier Equivalent Course Number	Approver's Initials
Grade of "B" or better is required to accept transfer work.				

Term:
 Fall
 Spring
 Summer
 Year: _____

Transfer credit policies:

- All coursework must be completed through AACSB accredited institutions at the graduate level.
- No more than 6 credit hours of transfer credit will be accepted from non-Jesuit network institutions.
- Transfer credit must carry a grade of "B" or better. Grades of "B-" or less **will not** transfer.
- The grade and quality points for credits transferred from another institution are not included in a student's GPA.
- Additional policies and procedures may apply.

Student's Signature

Date

NOTE: Upon completion of the course(s), the student must have an official transcript sent to:

Xavier MBA Program
 ATTN: Joliene Garlich
 3800 Victory Parkway
 Cincinnati, OH 45207-1221

OFFICE USE ONLY Advisor Signature: _____ Date: _____