

**UNIVERSITY OF HAWAII AT HILO
PRIOR AUTHORIZATION FOR TRANSFER CREDIT**

Name _____ Student ID # _____

Classification: FR ____ SO ____ JR ____ SR ____ PB ____ Major: _____

Local Address: _____

Email Address: _____ Phone Number: _____

This permission certifies that the student is in good standing at UH Hilo as of the date of this form. Transfer credit will be awarded only for approved courses in which the student earns a grade appropriate for the UH Hilo credential. Students should be aware of the following:

- The grade point average (GPA) is based only on work taken at UH Hilo.
- To earn a bachelor's degree at UH Hilo, a minimum of 30 credits must be earned at UH Hilo.
- College of Arts & Sciences and Ka Haka 'Ula O Ke'elikōlani students must earn a minimum of 25% of the credits required for their major, minor and/or certificate at UH Hilo.
- Students are discouraged from repeating courses taken at UH Hilo, since the grade at another institution (including within the UH system) will not replace the grade earned at UH Hilo.

TRANSFER INSTITUTION: _____

TERM IN WHICH COURSE(S) WILL BE TAKEN: _____

COURSES APPROVED (Alpha, Number, Title)	Number of CREDITS <i>(specify if Semester or Quarter Credits)</i>	UH HILO EQUIVALENT
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Requested by: _____ Date: _____
(Student Signature)

Authorized by: _____ Date: _____
(Division Chair or College Dean/Director Signature) (Print Name)

**UPON COMPLETION OF THE COURSE, YOU MUST HAVE
A COPY OF YOUR OFFICIAL TRANSCRIPT SENT TO:**
OFFICE OF ADMISSIONS
University of Hawai'i at Hilo
200 W. Kawili Street
Hilo, HI 96720-4091