

New England Culinary Institute
TRANSFER/WAIVER REQUEST

Name: _____

Date of Birth: _____

Program: _____

I am requesting that official copies of my original transcripts be reviewed for consideration of the following:

Waiver of NECI program requirements based upon completion of coursework from _____ College or University

Transfer of credit from _____ College or University

Courses/Requirements to waive/transfer:

<u>Transfer course number</u>	<u>Term/Semester Completed</u>	<u>NECI equivalent course code</u>

If official college transcripts are not in my admissions folder I understand that I am responsible for obtaining those from my previous post-secondary institutions and having them sent to the Registrar’s Office at NECI prior to consideration. I understand that I may also be required to obtain course descriptions from the exact time frame that my courses were taken.

- A grade of B or better is needed to transfer a course
- Courses considered for transfer should not be older than 10 years
- Course descriptions may need to be provided by the student in order to transfer request.
- Course transfer must be appropriate in level (lower division/upper division), content and content distribution in program

Please see NECI Academic Catalog for transfer policy.

Please complete and deliver to Dean of Academics for consideration. Please make sure that your official transcripts are on file with the Office of the Registrar prior to submitting this form.