

## Academic Credential Evaluation/Transfer of Credit

This form is for students who have taken courses at other institutions and would like to apply for transfer credits. The evaluation is based on the following:

- A mark of 70% (B-) or higher;
- An official transcript from the institutions;
- The equivalent number of course hours;
- Content that matches our courses (must be verifiable).

Send this form and requested documents to [studentsuccess@nscece.ca](mailto:studentsuccess@nscece.ca) or have them dropped off at NSCECE.

**Results are valid for one year.**

<b>PAYMENT MUST ACCOMPANY REQUEST</b> <b>Processing cost:</b> <input type="checkbox"/> Domestic \$25.00 <input type="checkbox"/> International \$75.00
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SECTION 1	PERSONAL INFORMATION	
Name:		
Telephone Number:		
Email Address:		
SECTION 2	EDUCATIONAL QUALIFICATIONS	
Please attach copy of the documents in English or translated versions of:	<input type="checkbox"/> Official Transcripts. <input type="checkbox"/> Course outlines. (description of the content, syllabus). Link (if available): _____	
Where are your credentials coming from?	EDUCATIONAL INSTITUTION	NAME OF THE PROGRAM

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

Date: \_\_\_\_\_

College Official: \_\_\_\_\_

Date: \_\_\_\_\_

UPDATE STUDENT DATABASE	DATE: YYYY-MM-DD	INITIAL
ID No.		