

**Mills College - Academic Records
Transfer Credit Verification Form**



1. **Limits:** The maximum transfer credit the College will accept for degree-seeking undergraduates is 80.0 semester units.
 - a. Within this maximum, no more than 66.0 semester course credits may be from a **community or junior college**.
 - b. Credits obtained through **international study or domestic exchange/visit** are included in the 80.0-credit maximum.
 - c. Credit for courses taken through **cross-registration** is not included in the 80.0-credit maximum.
2. The maximum transfer credit the College will accept for students enrolling in the Pre-Nursing Certificate Program is 30.0.
3. Upon completion of your transfer coursework you must request that the transfer institution send a transcript to Academic Records. A grade of "C-" or higher is required for courses to transfer to Mills.
4. You are responsible for tracking your transfer credit limit. Please refer to the catalog for transfer credit limitations and restrictions.
5. A transfer course must be equivalent to at least 3.0 semester units to satisfy a Core Curriculum or major requirement. Otherwise, the credit will be applied as an elective, or be applied towards your overall credit only.
6. We cannot verify international credit. International transcripts must be evaluated by a company such as WES (www.wes.org).
7. If you have already submitted your transcript, you DO NOT need to submit this form. To request a course already transferred to be reviewed for a Core Curriculum requirement, please submit a course description to records@mills.edu.

SECTION I

Mills ID: _____ Student: _____
Last First M.I.

Email: _____ Term/Year: _____

School: _____

Credit System: Semester Quarter Other: _____

SECTION II

Dept./Course #	Course Title	Units	OFFICE USE ONLY		
			Yes	No	Core Curriculum fulfilled*

* **Note:** This column will state specifically whether your course fulfills a requirement for General Education or Electives Outside the Major. The word "none" indicates that your course will not fulfill either requirement. If you intend to count a transfer course towards a **MAJOR** or **MINOR** requirement, your advisor must submit a Waivers & Substitutions form online after the credit has been posted to your record.

Key to Core Curriculum Abbreviations

CCW1	Written Communications I (1A)	CCCI	Creativity, Innovation and Experimentation (3A, 3B)
CCWO	Written Communication II (1B)	CCOL	Language Other than English (6A)
CCCA	Critical Analysis (1B)	CCIP	International Perspectives (4H)
CCQL	Quantitative Reasoning (2A, Math for LA)	ELEC	Elective
CCSI	Scientific Inquiry (5A, 5B, 5C)		

Key to General Education Abbreviations

GWR1	Written Communications I	GCA	Creating & Critiquing Arts
GWR	Written Communication II	GHP	Historical Perspectives
GQR	Quantitative & Computational Reasoning	GNS	Natural Sciences
GWC	Women & Gender	GHI	Human Institutions & Behaviors
GMC	Multicultural Perspectives	ELEC	Elective

Mail to the address below Pick up (available in two business days)

Quarter Units	Semester Units
6.0	4.00
5.0	3.25
4.0	2.75
3.0	2.00
2.0	1.25
1.0	0.75

Name: _____

Address: _____

Academic Records Use Only: Processed by: _____ Date: _____ Notes: _____