

**These instructions are ONLY for UWM graduate students in an approved Accelerated Master's Degree.**

Use the link above for the *Certificate Double-Counted Credit Evaluation Form* OR *Graduate Transfer Credit Evaluation Form*.

**All accelerated master's degree students must submit this form in the first semester of their graduate career, even if they have no credits to transfer.**

Complete **Part 1** on the following page.

If you have NO graduate-level work to transfer from the undergraduate portion of the accelerated master's degree.

1. **SELECT: 2a. Accelerated Master's NO Transfer Credits**
2. Sign and Date the form
3. Submit directly to Major Program to complete Part 3  
*After that, the Graduate School will complete Part 4.*

If you took graduate-level work to transfer from the undergraduate portion of the accelerated master's degree:

1. **SELECT: 2b. Accelerated Master's With Transfer Credits**
2. List graduate-level coursework taken
3. Sign and Date the form
4. Submit to the Graduate School  
*After that, the Graduate School and your Program will complete Parts 2, 3, and 4.*

**The maximum number of transfer credits into an accelerated master's degree is determined by the program's accelerated master's degree policy, but must not exceed 20% of the total number of credits required for master's graduation. To qualify, work must meet the following requirements:**

- ✓ Graduate-level and listed in the program's accelerated master's degree policy. For a U/G course, students must have completed the G section.
- ✓ Taken within five years of admission to the master's program.
- ✓ Only used to meet undergraduate degree requirements as defined in the program's accelerated master's degree policy.
- ✓ Grade of B or better (B- is not acceptable).
- ✓ Approved by the accelerated master's degree graduate program unit.

**Submission** Drop off or mail the evaluation form to the Graduate School.

Drop off: UWM Graduate School Mitchell Hall, 261  
Mon-Fri 9a - 4:30p

Mail: UWM Graduate School Graduate Student Services  
PO Box 340 Milwaukee WI 53201-0340



**GRADUATE CREDIT EVALUATION FORM**  
<https://uwm.edu/graduateschool/forms-downloads/>

Graduate School

Mitchell Hall, Room 261

414-229-6569

**Part 1. TO BE COMPLETED BY STUDENT**

**Check Only One Box**

1. CURRENT LAST Name,	FIRST Name	MIDDLE Name	2. UWM 9 digit CAMPUS ID
3. PREVIOUS LAST Name,	FIRST Name	MIDDLE Name	Dates Previous Name Used
4. UWM PROGRAM the credits below should transfer to or double-count for if approved by both the Program and the Graduate School			5. DAYTIME PHONE
6. UWM E-Mail Address	7. ALTERNATE E-Mail Address	8. GRADUATE PROGRAM ADVISOR'S NAME	

List courses below for evaluation. **If you selected 2a.**, only sign your name and submit directly to Major Program to complete Part 3.

INSTITUTION	COURSE DEPARTMENT CODE and COURSE NUMBER and COURSE TITLE	SEM / YEAR	CREDITS	GRADE
<i>UWM</i>	<i>BIO SCI 540G Microbial Diversity and Physiology</i>	<i>Spring 2019</i>	<i>3</i>	<i>B+</i>

Student's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

**Part 2. GRADUATE SCHOOL REVIEW**

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Evaluator's Signature \_\_\_\_\_ Phone Number \_\_\_\_\_ Date \_\_\_\_\_

**Part 3. MAJOR PROGRAM RECOMMENDATION**

Please examine the graduate credits above. Mark your credit recommendation, sign, and return this form to the Graduate School - Mitchell 261

**APPROVED** courses: check-mark next to each course and circle one: TRANSFER or DOUBLE-COUNTING

**ZERO CREDITS:** Credits are **NOT APPROVED** for transfer or double-counting OR **Student checked 2a.** and has no credits to transfer from undergraduate career.

REMARKS:

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Authorized Graduate Program Representative's Signature \_\_\_\_\_ Date \_\_\_\_\_ Advisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Part 4. GRADUATE SCHOOL DECISION**

Check correct box and fill in number of credits

TRANSFER \_\_\_\_\_ number of credits

DOUBLE-COUNTING \_\_\_\_\_ number of credits

ZERO CREDITS

Processed \_\_\_\_\_

Initials / Date \_\_\_\_\_