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**Letter of Permission**

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| **Name** |
| **U of A ID#** |

**U of A equivalent**

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| **Institution name** | **Course number** |  |
| **Institution name** | **Course number** |  |
| **Institution name** | **Course number** |  |
| **Institution name** | **Course number** |  |

**Upon completion of the course, the student is responsible to request an official transcript be sent directly from institution of study to:** The Office of the Registrar

Administration Building

University of Alberta

Edmonton, Alberta, T6G 2M7

Please refer to the note in the Course Sequence section of the University Calendar for your degree program in reference to proceeding to the final courses of your degree.

Transfer of Credit <http://calendar.ualberta.ca/content.php?catoid=20&navoid=4939>

Transfer of credit for students being considered for admission to the University of Alberta is discussed in Transfer of Credit. Under certain circumstances, students registered in a degree program at the University of Alberta may be permitted to take courses at another recognized postsecondary institution for application to their program at the University of Alberta. Normally, this is accomplished by participating in a formal exchange program or by registering as a Visiting Student at the other institution. To be considered for such transfer credit, students must:

* Receive permission in advance from their home Faculty;
* Be in good standing in their ongoing degree program;
* Not have exceeded the maximum amount of transfer credit allowed by the Faculty.

Transfer credit is normally awarded only for approved courses in which a grade of C- (or its equivalent) is achieved. Credit for such courses will be considered on a credit/no credit basis only and will not normally be included in any grade point average calculation; Faculties may have other requirements. Students should consult their Faculty section of this Calendar.

* Refer to the University Calendar for courses that require the Foundational Minimum Pass grade of C+

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| Student signature | date |

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| Faculty authorization | date |
| Deadline for official transcript to arrive at University of Alberta | date |