



OFFICE OF THE REGISTRAR

REQUEST FOR VALIDATION OF COURSE CREDIT

Students may apply to validate a required course if they have college credit for a similar course. The following provisions apply to those seeking Validation of Courses: 1. Validation of Courses must be requested within three semesters (one calendar year) of the student's enrollment at Southern Evangelical Seminary. 2. The student must have received at least a "B" in the course for it to be considered for validation. 3. Validation of a course does not give credit for the course or reduce curricular requirements, but does require substitution of elective hours in the same department as the course validated. 4. Students desiring to validate required courses should consult the Registrar's Office.

List the course(s) to be validated on this form. Submit this form to the appropriate faculty for evaluation and return to the registrar's office.

Student: _____ Date: _____

Undergrad Degree: _____

SES Degree Prog.: _____

Faculty Evaluator _____

INSTITUTION	COURSE NO.	COURSE NAME	HRS.	GRADE	SES EQUIVALENT

Faculty notes:

Student's Signature: _____ Date: _____

Professor's Signature: _____ Date: _____

Registrar's Signature: _____ Date: _____

Dean's Signature: _____ Date: _____

This form may not be submitted electronically. Return completed form to the Office of the Registrar, **3000 Tilley Morris Road, Matthews, NC 28105**. Questions about this policy and procedure may be directed to the Office of the Registrar 704.847.5600.

Office Use Only:

Registrar:	Date rec'd:	<input type="checkbox"/> recorded	