

# Transfer Credit Hour Evaluation Form

Our records indicate that you are transferring to Del Mar College from another institution(s). Your previous grades will be reviewed to ensure that you were making satisfactory academic progress **prior** to enrolling at Del Mar College. Your previous credits hours will be reviewed to ensure that you have **not** exceeded the maximum time frame for financial aid eligibility. At Del Mar College, the maximum time frame is **150%** of the published length of the educational program of your current major. **A student is not eligible for financial aid once they have exceeded the maximum time frame.**

You may petition to have only the hours that are transferable to your **current** degree plan included in the maximum time frame. To do so, you **must** have your academic advisor evaluate your transcript(s) and indicate the number of hours that are transferable to your current Del Mar College Degree Plan. **This form must be completed and signed by your academic advisor and returned to our office within two weeks, along with an up-to-date signed degree plan.** Failure to submit these documents will result in all transferred hours being used in the total count.

Student's Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

Major: \_\_\_\_\_ Catalog Year: \_\_\_\_\_

Check Only One Plan: ☐ Associates ☐ Certificate

**Important Note:** Make sure your major and catalog year is current with your record at the DMC Registrar's Office

## Advisor Only Section

Previously Attended Institutions	Hours Earned	Hours Transferred
1.	1.	1.
2.	2.	2.
3.	3.	3.
4.	4.	4.
5.	5.	5.

Check Only One:

- ☐ All transcripts **have been** received and evaluated by the Del Mar College Registrar's Office.
- ☐ All transcripts **have not been** received and evaluated by the Del Mar College Registrar's Office.

Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department: \_\_\_\_\_ Extension: \_\_\_\_\_

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