



## Study Elsewhere Review and Acknowledgement – School of Engineering

Students intending to study elsewhere during a semester or summer term should be aware of the following policies related to transfer credit. A completed copy of this form must be uploaded with the request for transfer credit evaluation.

Students with questions about transfer credit policies in the School of Engineering should contact the Office of Academic Services: [adam.w.mckeever-burgett@vanderbilt.edu](mailto:adam.w.mckeever-burgett@vanderbilt.edu).

Students with questions about the transfer credit evaluation process should contact the External Education Unit in the Office of the University Registrar: [external.education@vanderbilt.edu](mailto:external.education@vanderbilt.edu).

### General Requirements

- A minimum grade of C- is required to earn transfer credit.
- Coursework may not be taken on a pass/fail basis.
- Credit will not be awarded for internships taken at other institutions.
- Students may not transfer credit for courses for which they have earned a grade (other than W) at Vanderbilt.
- **International Institutions:** Students wishing to study elsewhere at an institution located outside the United States are required to register through [International SOS](#) and [GEO Blue](#).

### Summer Work Elsewhere

- Coursework in the following areas must be completed at ABET-accredited institutions: BME, CE, CHBE, EECE, ME, MSE, NANO, SC, and CS.
- Transfer credit for independent study coursework will be considered on an individual basis.

### Semester Work Elsewhere

- Semester work elsewhere is subject to additional approvals. For more information, please contact Associate Dean Cynthia Paschal (international study) or the Office of Academic Services (domestic study).
- Coursework in the following areas must be completed at ABET-accredited institutions: BME, CE, CHBE, EECE, ME, MSE, NANO, SC, and CS.
- Transfer credit for independent study coursework will be considered on an individual basis.



**Study Elsewhere Review and Acknowledgement – School of Engineering**

Student Name: \_\_\_\_\_  
LAST FIRST MIDDLE

Student Commodore ID: 000 \_\_\_\_\_

Name of Study Elsewhere Institution: \_\_\_\_\_

Does your course of study with this institution  
involve study outside of the US? (circle one) YES NO

**NOTE:** Students wishing to study elsewhere at an institution located outside the United States are required to register through [International SOS](#) and [GEO Blue](#).

**By signing and submitting this form you acknowledge that you have read and understand the policies listed on the reverse.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**Please submit the completed form along with your request for course evaluation via the Transfer Credit Submission application in YES.**