



Study Elsewhere Review and Acknowledgement – Peabody College

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 Peabody College should contact the Office of Academic Services: malina.c.halman@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.

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 earn credit for repeated coursework.
- Transfer courses may not be part of the student's final 24 credit hours at Vanderbilt.
- Transfer courses may be used to satisfy Liberal Education Core requirements with no more than one transfer course in any single Core area (e.g., if you need two science courses in your Liberal Core, you may take one of them elsewhere).
- **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

- Transfer of credit is contingent upon being in good academic standing in the semester prior to the work elsewhere.
- Students must have a 2.0 grade point average in the spring semester prior to their summer study.
- A maximum of 12 credits for the Vanderbilt career may be earned through summer work elsewhere.
- Coursework must be taken at a four-year, fully-accredited institution.
- Transfer credit for independent study coursework will be considered on an individual basis.



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Semester Work Elsewhere

- Students are required to contact the Office of Academic Services to request a leave of absence.
- Transfer of credit is contingent upon being in good academic standing in the semester prior to the work elsewhere.
- For international programs, students must have a 2.7 grade point average at the end of the semester prior to the work elsewhere.
- A maximum of 15 credits for the Vanderbilt career may be earned through semester work elsewhere.
- Coursework must be taken at a four-year, fully-accredited institution.
- Transfer credit for independent study coursework will be considered on an individual basis.

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 above.

Student Signature

Date

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