



Office of Admissions  
Oregon State University, 104 Kerr Administration Building, Corvallis, Oregon 97331-2106  
T 541-737- 4411 | T 800-291-4192 | F 541-737-2482 | W http://www.oregonstate.edu

## Non-Accredited College or Professional Technical Credit Petition

Student's Name \_\_\_\_\_ Date \_\_\_\_\_

ID # \_\_\_\_\_ Phone \_\_\_\_\_ OSU E-mail \_\_\_\_\_@oregonstate.edu

Name, City and State of Transfer Institution/School \_\_\_\_\_

URL Address of Transfer Institution/School \_\_\_\_\_

Transfer Course you are petitioning:

Transfer Subject \_\_\_\_\_ Course No. \_\_\_\_\_ Title \_\_\_\_\_

---

**This section to be completed by Department Chair:**

*(Head advisors may sign if permitted by the Chair of Department offering the course)*

Request **Approved:**

**OSU Equivalent**

OSU Subject \_\_\_\_\_ Course No. \_\_\_\_\_ Title \_\_\_\_\_

Fulfills the Baccalaureate Core requirement of: \_\_\_\_\_

**OR**

Request **Disapproved:**

Reason: \_\_\_\_\_

Authorized by: \_\_\_\_\_

*Signature of **Chair of Dept.** offering Course*

*Printed Name*

*Date*

The OSU staff, not the student, will email the completed form to [adms.operations@oregonstate.edu](mailto:adms.operations@oregonstate.edu) or send to Office of Admissions at 104 Kerr Administration Building.

## APPEAL PROCESS FOR CREDIT FROM NON-ACCREDITED COLLEGE OR PROFESSIONAL TECHNICAL CREDIT NOT RECOGNIZED BY OSU

At time of admission, if a student has records from a non-accredited or professional-technical institution not recognized by OSU, admission will be based upon the student's secondary school and/or regionally accredited school transcripts. The student will be informed that admission is without credit from the non-regionally accredited or professional-technical school.

After the student has successfully completed three terms at OSU with a minimum cumulative 2.00 GPA or higher on at least 45 OSU credits; the student may petition for transfer credit evaluation by:

- a. Completing the top portion of this form. Provide form and a syllabus or course descriptions for each course to the Department chair of the academic discipline of the transfer course.
- b. The department chair of the academic discipline of the transfer credit will review petition, complete the bottom portion of the form, and send to the Office of Admissions.

The Office of Admission will determine with department approval:

- a. If credit should be awarded.
- b. How much credit should be awarded.
- c. What specific credits in which specific subjects will be approved.

Decisions will be on a case-by-case basis and will not necessarily constitute precedence for other students to claim this credit. However, the Office of Admission may review the awarding of credit and establish a policy on accepting credit from that institution.

Up to a total of 45 quarter hours may be granted from a non-accredited or professional technical institutions.

If you have questions, please contact Office of Admissions.