



UNIVERSITY OF CENTRAL FLORIDA

**Physics Department**

4111 Libra Drive  
Physical Sciences Bldg. Room 430  
Orlando, FL 32816-2385  
407-823-2325

**Physics – Request for Credit Hours Transfer**

Last Name:  First Name:  UCFID:

E-Mail:  [@knights.ucf.edu](mailto:@knights.ucf.edu) Admit Term:

Program (MS/PhD):

- Request of B- or higher only**
- Courses are from an earned degree (if not, cannot be older than 7 years)**
- Official Transcript in file (PeopleSoft, Doc View, and/or SLATE)**
- Internal (Coursework taken at UCF and/or Traveling Scholar)**
  - With earned master’s degree:**
    - Request a 30 Credit Hours Waiver
    - Request up to 30 Credit Hours Transferred as Course-by-Course Substitution
    - Up to an additional 15 Credit Hours, not part of the earned master’s degree (Total hours cannot exceed 50% of hours requirements)
  - Without earned master’s degree:**
    - No more than 15 Credit Hours (review exception if transferring from 1 earned graduate certificate)
    - Research hours allowed, but no thesis or dissertation

**External (Non-UCF Coursework and/or Senior Scholar)**

**Approved to transfer these non-Physics courses:** \_\_\_\_\_

**Student signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Graduate Program Director signature:** \_\_\_\_\_

Graduate Program Assistant Use Only:

eFORM \_\_\_\_\_ Submitted (Initials & Date): \_\_\_\_\_