



**Great Bay**  
Community College

320 Corporate Drive  
Portsmouth, NH 03801  
Phone: (603) 427-7610  
FAX: (603) 334-6308

1. Complete ALL information below.
2. Return completed with signatures to the College One Stop Office

## Unofficial Transfer Credit Evaluation Request Form

*PLEASE PRINT CAREFULLY— Complete all information requested below*

**Students who are considering transferring** to Great Bay Community College may request an unofficial/preliminary review of their previous college transcripts to forecast remaining course requirements in their program of study. **Please note:** This is an unofficial review, and final determination of transfer credits is at the discretion of the Registrar and will be based on official transcripts and course descriptions once the student is matriculated into their major.

<b>NAME:</b>	<b>DATE of BIRTH:</b>
Number and Street:	Home Phone: <span style="float: right;">√ if Cell <input type="checkbox"/></span>
P.O. Box:	Day Phone: <span style="float: right;">√ if Cell <input type="checkbox"/></span>
City, State, Zip:	
Any Previous Name on Academic Records:	
<b>*Email Address (Required):</b>	

\* You will be notified of your results by email within two weeks of receipt of all transcripts and this request form.

Unofficial transfer credit evaluations may be based on official or unofficial transcripts. (Matriculated students must submit official transcripts for official evaluation by the Registrar’s Office.) International transcripts must be translated into English and list all courses taken, grading system, and grades earned or equivalent official evaluation. **Unofficial transfer credit evaluations will be conducted once we have received all transcripts listed below.**

Colleges Currently Attending:	
Colleges Previously Attended:	
Anticipated Major at Great Bay Community College:	

If you have courses in progress that are not listed on your transcript, please list them here:

Course #	Course Title	Credits	Start Date	End Date

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**OFFICE USE ONLY** Student ID#: @ \_\_\_\_\_

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

Notes: \_\_\_\_\_

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