



Approval To Take Major, Major Support, and  
Elective Courses At Other Institutions

Office of the Registrar  
Le Moyne College  
1415 Salt Springs Road  
Syracuse, New York 13214  
(315) 445-4455

1. Before you register for courses at another institution, complete a copy of this form, attach a catalogue description of the course, and a description of the Le Moyne course requirement it fulfills. If the college is outside New York State, provide evidence (e.g., a statement from the college catalogue) that the college is regionally accredited.
2. Obtain the signature of the Department Chair of your major. Take the signed form to the Le Moyne College Registrar's Office. Ask for a copy for your records.
3. You will receive transfer credit, provided you achieve a grade of "C-" or better. This course will not affect your GPA at Le Moyne. An official transcript must be forwarded directly to the Registrar's Office at Le Moyne College from the College where the coursework was taken.
4. Repeat of "F" Courses need to be taken at Le Moyne for Academic Forgiveness.

Please supply the following information!

\_\_\_\_\_ Name \_\_\_\_\_ Class Year \_\_\_\_\_ Major/s

\_\_\_\_\_ College/University you will attend \_\_\_\_\_ Semester and academic year

<u>Course to be approved</u> (Department and number, e. g., MTH 326)	<u>Course Title</u> (Attach Description)	(For Department Chair only) <u>Major requirement</u> <u>to be satisfied</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

APPROVED: \_\_\_\_\_  
Chair of Major Department

DATE: \_\_\_\_\_