

## D Grade Transfer Request Form

(Policy, form, and instructions available at <http://ualr.edu/policy/home/student/transfer-d/>)

### Directions:

Students are advised to read the D Policy prior to completing this form.

Fill in your name, student ID, today's date, your email address, local address, phone number, and sign and date this form.

For each of the courses you are requesting to be accepted with a grade of D, list the name of the regionally accredited college or university where you took the course under *Name of Institution*, list the course name and number under *Course Information*, and attach a copy of the relevant transcript.

The number of credit hours requested may not exceed 6 hours and this request can only be made one time. Any unused D hours cannot be used at a later time.

Some majors, departments, and core courses do not accept grades lower than C. If you are accepted into such a department, a grade of D will not be accepted towards your major but can apply to the 124 hours that you will need to graduate, if it is not a repeated course. Also, specific core courses do not accept grades of D. If you transfer a D in a core course where a D isn't accepted, it will have to be repeated.

If you have not declared a major, take this form to Academic Advising in University College for review and approval. If you have declared a major, take it to your major advisor for review and approval.

Name:	Student ID:	Date:
Email Address:	Local Address:	Phone Number:
Intended or Declared Major:	Intended or Declared Minor:	
Name of Institution:	Course Information:	

\_\_\_\_\_  
**Student's Signature**

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

### Official Use Only:

<input type="checkbox"/> Approved <input type="checkbox"/> Approved as Elective Hours Only	<input type="checkbox"/> Denied (give explanation):
Reviewed by Academic Advisor (please print):	Phone:
Signature:	Date:
College Advisor Approval (signature):	Date:
Records and Registration Processed:	Date: