St. Petersburg College

Appeal to Approve Transfer Credit from Non-Regionally Accredited Institutions

For courses that are initially deemed nontransferable to St. Petersburg College, the transfer student has the option of seeking an alternative method for obtaining credit. The following supporting documentation must be submitted by the student for each course requested for reconsideration:

- A copy of each course syllabus must include course title, course length, course description, text used.
- Verification of faculty credentials, to include a copy of the faculty member's resume.

The student should submit the petition for credit and the aforementioned documentation to the Central Records department.

St. Petersburg College
Admissions & Records Department - Attention Transfer Articulation Team
P.O. Box 33089
St. Petersburg, FL 33733

Please verify that the **required** supporting documents have been included with this form.

Date: _____

Student Name: _____

Student ID #:_____

Name of the Institution:_____ _____

Course Prefix/ Number:_____

Term/Year course was taken:_____

FOR OFFICIAL USE ONLY:
ACTION ON APPEAL:
Department Chair Decision: Equivalency Approved _____ This student only _____ All students _____
Equivalency Denied _____

If equivalency was denied, please provide a statement in support of your decision:

_____

_____

Department Chair Signature: _____Date: _____