

Petition of Transfer Credit for Distribution Exception

Instructions:

1. Complete this form and submit to your Ross Academic Advisor. This form is for non-UM courses that have been approved for transfer. To confirm that a course will transfer, check the Office of Undergraduate Admissions [Transfer Credit Equivalency Database](#) prior to petitioning for an exception.
2. If petitioning coursework from multiple institutions, please use a separate form for each school.
3. Include the following items with your petition (check off items included):
 - Syllabus/Course description for the course you are taking
 - A printed response to your online Transfer Credit Equivalency Request from the Office of Undergraduate Admissions (if applicable).
4. Watch your Umich email account for a response regarding the determination of your petition.
5. Upon completion of an approved course, request an official transcript to be sent to Ross Academic Services

Petition Information (please print)

Student Name: _____ ID _____ Umich Email _____
 Institution Name: _____ State: _____

Course One

Course Dept and Number (ex: English 231): _____ Course Title: _____
 Course Format (Select One): In Person Online Exception Request (select one): HU SS NS/MSA

Course Two

Course Dept and Number (ex: English 231): _____ Course Title: _____
 Course Format (Select One): In Person Online Exception Request (select one): HU SS NS/MSA

Course Three

Course Dept and Number (ex: English 231): _____ Course Title: _____
 Course Format (Select One): In Person Online Exception Request (select one): HU SS NS/MSA

TO BE COMPLETED BY OFFICE OF UNDERGRADUATE PROGRAMS ACADEMIC ADVISING TEAM:

Course One Exception: Approved ___	Approved with Conditions ___	Denied ___
Explanation of conditions or if denied: _____		
Course Two Exception: Approved ___	Approved with Conditions ___	Denied ___
Explanation of conditions or if denied: _____		
Course Three Exception: Approved ___	Approved with Conditions ___	Denied ___
Explanation of conditions or if denied: _____		
Submitting Advisor Signature: _____		Date _____