



School of  
**Engineering**

Phone: (662) 915-2241 Email: [engineer@olemiss.edu](mailto:engineer@olemiss.edu)

## Pre-Approval of Transfer Credits

*Students should complete this request form with Advisor's approval and submit to **engineer@olemiss.edu** for review. Confirmation of final approval will be provided by Dean's Office to student, advisor, and department administration.*

Student's Name

ID Number

Major

E-mail Address

Academic Term of  
Planned Enrollment

External College or University Attending

Name of Course(s) and Credit Hours

Transfer Course  
Number

UM Equivalent  
Course Number

URL of Transfer Equivalency  
Page in MyOleMiss


The School of Engineering adheres to University policy regarding courses taken by a University of Mississippi student at another institution. Written permission must be granted prior to enrolling in courses at another institution. This memorandum authorizes you to transfer and apply the above courses and credit hours toward the student's engineering degree program at the University of Mississippi.

### FOR STUDENT:

- ☐ I have read the above statement and understand unapproved transfer courses may not be accepted.
- ☐ I understand that it is my responsibility to have an official transcript sent to the UM Office of Registrar in order for my completed transfer course work to be applied to my degree.
- ☐ I understand that it is my responsibility to notify the Engineering Dean's Office if I do not complete the course(s) as planned. Notification is required prior to the next academic term.
- ☐ I have verified this transfer credit does not conflict with UM policy of completing 12 of 21 final credit hours in residence.

\_\_\_\_\_  
**Advisor's Approval**

(confirming proposed course fulfills degree requirement)

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

\_\_\_\_\_  
**Dean's Office Approval**

(confirming proposed course equivalency is accurate)

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