

Undergraduate Transfer Credit Form – Outbound Exchange

Office of the Registrar, Ontario Tech University
2000 Simcoe Street North, Oshawa, ON L1G 0C5 Canada | 905.721.3190 | ontariotechu.ca

Use this form if you are an undergraduate student participating in an outbound exchange for transfer credit. Transfer credit will be allocated upon review and approval of the courses listed. Academic advising must approve any course changes. While on exchange, students are registered in a placeholder course, EXCH 9999U which corresponds to the number of approved credit hours. Once this placeholder course has been added, students are charged the applicable tuition and ancillary fees in [MyOntarioTech](#).

Last name		First name			Student Number		
University student email address		Exchange semester Fall Winter Summer			Exchange dates (mm/dd/yyyy) From: To:		
Faculty	Program		Current year of study		Expected Graduation Year	Cumulative GPA	
Host Institution				Host Country			
Will your exchange start date overlap with course(s) you are registered in at Ontario Tech?		Yes No		If yes, have you obtained permission for the overlap? Permission from the Faculty and International Office is required.		Yes No	

Student Course Selections: While on exchange, students are registered in a placeholder course at Ontario Tech (EXCH 9999U) and will be charged the applicable tuition/ancillary fees in MyOntarioTech based on the number of approved credit hours.					Faculty Advising Office Use Only:	
Language of Instruction	Host Course Code	Host Course Name	Host Credit Value	In-Class Hours	Ontario Tech Equivalent Course Code	Course Attribute
English	IB3036	International Finance (example only)	6 ECTS	50	UNSP 3XXX	
				Total Credits:	Total Hours:	
Faculty Advising Office Use Only:		Min. CPA requirement met	Current CGPA	Approval signature:		Date:
International Office Use Only:		Ontario Tech total equivalent credit hours:		Approval signature:		Date:

By signing below, you hereby acknowledge that you need to achieve a minimum of 60% on each exchange course for the credits to transfer toward your Ontario Tech degree. This form will not be processed unless it is signed and dated.

Student's signature	Date
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