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| UMT.png | **UNIVERSITY OF MANAGEMENT AND TECHNOLOGYSIALKOT CAMPUS** |  |

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**Internal Credit Transfer Form**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Old ID No: |  |  |  |  |  |  |  |  |  |  |  |  | New ID No: |  |  |  |  |  |  |  |  |  |  |  |  |
|  |
| Last Name/Surname: |  | First Name: |  | Middle Name: |  |
|  |
| Program: |  | Semester: | Spring 🞏 / Summer 🞏 / Fall 🞏 |  |  |  |  |
|  |
| Total Credit Hours completed: |  | CGPA: |  |
|  |  |  |  |
| Email: |  | Contact No: |  |
|  |

**Credit transfer given for (only for course successfully completed at previous Enrolment Number):**

|  |  |
| --- | --- |
| **Courses taken in previous program** | **Courses proposed in present program** |
| **Course Title** | **Semester** | **Cr Hrs** | **Course Code** | **Course Title** | **Cr Hrs** | **Credit Given** |
|  |  |  |  |  |  | 🞏 Yes / 🞏 No |
|  |  |  |  |  |  | 🞏 Yes / 🞏 No |
|  |  |  |  |  |  | 🞏 Yes / 🞏 No |
|  |  |  |  |  |  | 🞏 Yes / 🞏 No |
|  |  |  |  |  |  | 🞏 Yes / 🞏 No |
|  |  |  |  |  |  | 🞏 Yes / 🞏 No |
|  |  |  |  |  |  | 🞏 Yes / 🞏 No |

|  |  |  |  |
| --- | --- | --- | --- |
| Student’s Signature: |  | COD/Area Coordinator/Advisor Signature: |  |

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 *(For Office Use Only)*

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| **COD/Area Coordinator** | **Office of the Registrar** | **Office of Controller Examinations** |
| No of courses(s) approved for transfer:No of credit hours transferred (allowed):  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Registered: | 🞏Yes | 🞏No |  | GradesDisplayed: | 🞏Yes | 🞏Yes |  |
| Signature: |  |  | Signature: |  |  | Signature: |  |
| Date: |  |  | Date: |  |  | Date: |  |

Guidelines for Credit Transfer:

* The Credit Transfer Policy applies to those participants who have not completed any degree program at UMT.
* Concern COD/Area Coordinator shall ensure that the applicant(s) has completed same level course(s) for which credit transfer is being given. The request for credit transfer shall be approved by the concerned COD/ Area Coordinator.
* Credit transferred shall be counted towards the completion of degree requirements. No fee is charged for credits transferred.