



Course Equivalency Form

Instructions: This form can be generated by the department or the Registrar's Office based on a student's request to take a course away from ACU. The department chair has the option to establish the requested course as equivalent or sufficiently comparable to an ACU course, or to have it count only as a free elective. If the course is not equivalent, but can be substituted in a particular student's degree plan, there is no need to use this form. Instead, use the Degree Substitution and Waiver Form for an individual student.

Department to evaluate course: _____

Department Chair/Program Director: _____

Date: _____ Transfer Institution: _____

Course to be evaluated: _____

Course Description:

This course is equivalent or sufficiently comparable to the following ACU course: _____

This course can be counted as an elective course within the major; as an example, course will be listed as TPSY, TCOM, et al.

This course should not count towards the degree plan in this department and should be considered only as a free elective and not counted toward requirements in the major; as an example, course will be listed as TRAN 101, et al.

Department Chair/Program Director Signature

Date

OFFICE USE

In regard to: _____ ID Number: _____
Student Name

Added to Transfer Catalog? Yes No Staff: _____ Date: _____

Please return this form to the Registrar's Office - ACU Box 29141.