



Office of the University Registrar
 Student Union 1, Room 2101
 4400 University Drive, MS 3D1
 Fairfax, VA 22030
 (703) 993-2441, Fax (703) 993-4668
 Email: regsites@gmu.edu

**UNDERGRADUATE REQUEST
 FOR REASSIGNMENT OF
 NON-DEGREE CREDIT**

To be used by Mason Undergraduate students who wish to transfer non-degree course work to their undergraduate record.

NAME: _____ **GNUMBER:** _____

CURRENT MAJOR: _____

CREDITS EARNED AT MASON THROUGH NON-DEGREE STUDIES					
Subject	Course #	Title	Semester & Year Taken	Grade	Credits Earned
Total Number of Credits to be applied to Undergraduate level					

- A maximum of 30 credits earned in non-degree status at Mason can be applied toward a bachelor’s degree.
- Credits taken in Non-Degree status and transferred to the undergraduate record do not meet George Mason University residency requirements.

____ Approved ____ Not Approved

_____/_____
 Student’s Department Chair Date

____ Approved ____ Not Approved

_____/_____
 Student’s Dean (Required for more than 30 credits) Date

____ Approved ____ Not Approved

_____/_____
 Associate Provost, Undergraduate Education Date
 (Required for more than 36 credits)

Return completed form to the Office of the University Registrar, Student Union Building One Room 2101, MSN 3D1, fax (703) 993-4668.

Registrar’s Initials: _____/_____