

Access this form and other Graduate School Forms though the RAMweb portal ([click here to login](#)).

SAMPLE GS3 FORM BELOW

THIS FORM IS AN EXAMPLE. DO NOT FILL OUT THIS FORM. ACCESS YOUR FORM ON RAMWEB.



GRADUATE SCHOOL
COLORADO STATE UNIVERSITY

1005 Campus Delivery, Fort Collins, Colorado 80523-1005
Telephone: (970) 491-6817 | Fax: (970) 491-2194
Email: gradschool@colostate.edu | Website: graduateschool.colostate.edu

GS3 Transfer Credit Evaluation Form

This form is used to request the evaluation of transfer credits toward a graduate degree at Colorado State University. A decision on proposed transfer credits will be provided within thirty (30) days after the required official transcript(s) are on file and this request has been submitted.

Students may either list individual transfer courses or, if pursuing a doctoral or Master of Fine Arts (MFA) program, request a lump-sum credit based on a previously awarded master's degree. **An official transcript must be on file from each institution relevant to the transfer credit being requested; requests without the appropriate transcript(s) cannot be evaluated.** Transfer credit requests are not available for certificate programs, which must be completed in full at Colorado State University.

Date	CSU ID	Select Program Code
<input type="text" value="August 28, 2025"/>	<input type="text" value="800000000"/>	<input type="text" value="BUSN-DD-MBA"/>
First Name	Last Name	Email
<input type="text" value="Jon"/>	<input type="text" value="Ram"/>	<input type="text" value="vincea@colostate.edu"/>

List Transfer Courses

List the graduate-level courses you wish to transfer toward your degree. For each course, include the subject and number, title, grade earned, number of credits, term completed, and the name of the institution. **An official transcript must be on file from each non-CSU institution for the courses you list before they can be evaluated.**

- Courses requested for transfer must have been completed at a university that is accredited by one of the [major regional accrediting agencies](#).
- Courses requested for transfer must have a grade of B or better.
- Courses requested for transfer must have been completed within the last ten years.
- Courses requested for transfer must be at the equivalent level of CSU's regular courses at the 500 level or above.
- Courses requested for transfer cannot have been used to fulfill requirements for a previously earned degree.
- Courses requested for transfer must be equivalent to semester credit hours.
- An official transcript showing the courses requested for transfer must be on file at the Graduate School.

** Advisors: Completing the "Curriculum Section" column (e.g., Core, Elective, etc.) helps our team determine where transfer courses should apply in the student's program of study. This step is optional but appreciated.*

Subject & Number e.g. BUSA 500	Course Title e.g. Business Analytics	Grade e.g. B+	Credits e.g. 2	Term Completed e.g. Fall 2024	Institution e.g. Example University	Curriculum Section Ex. Core
<input type="text" value="BUSA 500"/>	<input type="text" value="Business Analytics"/>	<input type="text" value="B"/>	<input type="text" value="2"/>	<input type="text" value="Fall 2024"/>	<input type="text" value="Ram Institution"/>	<input type="text" value="BUS 500"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Do you need to list more than five (5) transfer courses?

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Course Syllabi

You may attach a syllabus for each proposed transfer course on this form to assist with course equivalency justification. This section is optional, but recommended.

Syllabi Attachments (PDF Only)

You may attach multiple PDF files. To upload more than one file, please select all of the files at the same time when prompted.

List Credits from Awarded Master's Degree

Doctoral and Master of Fine Arts (MFA) students may request lump-sum credit from a previously awarded master's degree toward their CSU degree. **If the master's degree was earned at CSU, no additional transcript is required. For non-CSU institutions, an official transcript must be on file before the request can be evaluated.**

Are you requesting to apply credits from a previously awarded master's degree toward your current CSU degree?"

- Yes
 No

* Students: Sign in the field below, then scroll to the bottom and click the **'Submit Form'** button.

The sections below are for routing purposes. Please contact the [Graduate School](#) with questions. Thank you.

...3435303333
Vincent Avaloa 08/28/2025, 2:08 PM
Date

Faculty Evaluator Section

This section applies only if the student does not have an approved advisor on file. In that case, a designated faculty evaluator within the student's department will review the form. To complete this section, sign the form and click the **'Submit Form'** button at the bottom of the page.

Faculty First Name Faculty Last Name Faculty Email

Is the student requesting transfer courses from an international institution?

- * Yes
 No

Approved by Faculty Evaluator?

If you select 'Denied', the student will need to submit a new form.

- * Approved
 Denied

Faculty Evaluator Comments

NOTE: Comments will be visible to the student and all form participants.

...3135363938
Vincent Avaloa 08/28/2025, 2:12 PM
Signature Date

Advisor Section

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This section applies when the student has an approved advisor on file with the Graduate School. The advisor reviews the form as part of the transfer credit approval process. To complete this section, sign the form and click the '**Submit Form**' button at the bottom of the page.

Approved by Advisor?

If you select 'Denied', the student will need to submit a new form.

- * Approved
 Denied

Advisor Comments

NOTE: Comments will be visible to the student and all form participants.

*

Signature

Date

Graduate School Section

Approved by Graduate School?

- * Approved
 Denied

Graduate School Comments

NOTE: Comments will be visible to the student and all form participants.

*

...3437393839

Vincent Avaloa

08/28/2025, 2:13 PM

Signature

Date

vincea@colostate.edu

202590

CC:

Program
Coordinator

Jane

Ram

vincea@colostate.edu