

PRE-MATRICULATION TRANSFER CREDIT VERIFICATION

Student Name: _____ CMC ID#: _____

Part I: To be completed by your high school registrar, principal, or counselor:

I certify that courses listed below were not part of the student’s high school program and credit for these courses was not used to satisfy high school graduation requirements.

Name: _____ Title: _____

High School: _____ E-mail or phone: _____

Signature: _____ Date: _____

Part II: To be completed by the college or university registrar where the course was taken:

I certify that the courses listed below were college-level courses taught on the college campus (not at the high school or at a community center) in a traditional classroom setting (not online, not by correspondence, distance learning, etc.)* by college faculty. Fellow students enrolled in these courses were duly matriculated college students seeking credit applicable toward degree programs at this institution.

*** Temporary Online Transfer Credit Provision:**

CMC will make a temporary exception to the “distance learning” provision described in #7 in its [transfer credit policy](#) and permit courses offered online elsewhere though the 2020-2021 academic year, including the summer of 2021, to be eligible for transfer credit. All other transfer credit policies remain unchanged. Current students must have all transfer courses pre-approved to qualify for this exception.

Name: _____ Title: _____

University/College: _____ E-mail or phone: _____

Signature: _____ Date: _____

Course Number	Course Title	Term/Year Taken