Minnesota
STATE COLLEGES
& UNIVERSITIES

COLUMN PLACEMENT / CHANGE
GRADUATE CREDIT LISTING
BY FACULTY MEMBER

__ *Check here if requesting* **COLUMN CHANGE ONLY**

__ **Check if no post baccalaureate degree/credits**

All credits are counted as quarter credits; *to convert semester credits to quarter credits, multiply by 1.5*

Last name	First name	Middle initial
Street Address		
City	State	Zip Code
College	Campus/Site	
Day time phone #	Evening Phone #	

Degree	Major	Granting Institution	Date Conferred
Bachelor's			
Master's			
Doctorate			

College Or University	COURSES COMPLETED ** Graduate Credit Only ** COMPLETE ALL UNSHADED AREAS					RULING BY MnSCU	
	Department Name/Prefix	Course Number	Course Title	Grade	Credits Awarded	In Field	Not in Field
Continue on additional sheet if needed							
					Subtotal		
					Total		

ALL EVALUATIONS REQUIRE OFFICIAL TRANSCRIPT(S)

TO BE COMPLETED BY Office of the Chancellor

On the basis of the information submitted: Credential Field / Assignment _____

Effective semester _____ Degree(s) _____

___Initial Placement is approved for COLUMN _____ ___Column Change is approved for COLUMN _____

___ Determinations above are for EVALUATION ONLY

Meets Minimum Qualifications _____
5-Year License _____
Column Change _____

_____

Office of the Chancellor, Personnel Date
Minnesota State Colleges and Universities

cc: Faculty Member College HR Office