CREDIT REQUEST FOR SUMMER OR DOMESTIC OFF CAMPUS COURSE ONLY

Please complete the following form for requesting credit for class taken during the summer or off campus domestically. You must complete a form for each class.

Name of Student:_________________________

Course Name:________________________________

University/College where Course will be held (even if remotely): ___________________

Name of course instructor:__________________________

Title of course instructor: ______________________________

Website of course instructor (if available): _________________________

Date of student request:________________

1)  What is the length of the course in weeks? _______

2)  How many times does the course meet each week? ___________

3)  How long does each meeting (or session) of the course last?__________

   For instance, the course might meet twice a week for x number hours. We are interested in the x here. Please make your unit clear (i.e. hours or minutes).

4)  Please send us a syllabus that includes course readings. If course readings are not available, please send us a list as best as possible and include any course requirements, such as essays and presentations.

5) Please indicate any other information that will help us make our decision. For instance, how do you think this course compares to a Swarthmore course? How does it matter for your degree or career goals? [No exceptions will be provided to the major rules outlined on our website.]

   Student Signature: _______________________

________________________________________________________________________

Date of return of student request:_________

Approved by:_____________________

Signed by:_______________________