



Request for Transfer Credit Evaluation

Registrar's Office
950 Main Street

Hartford, CT 06103 Phone: 860-906-5123

Fax: 860-906-5119

Are you graduating this current semester? YES NO

Date: _____

Student ID#: _____

Last Name: _____

First Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone/Cell Number: _____ Email: _____

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- Contact each of your previous colleges and have an official transcript mailed to the Registrar's office at the address above. An official electronic transcript may also be sent.
 - Transfer credits are awarded to satisfy requirements for your current program of study and in accordance with college policy. Please refer to the current college catalog for more information.
 - When the evaluation is complete, you can log on to myCommNet, at <http://my.commnet.edu>, and view your Academic Transcript. Any transfer credit awarded by Capital will display with a grade of TR on your transcript.

Prospective students interested in Nursing, Paramedic, and/or Radiologic Technology program do not have their credits transferred over until they are accepted into these programs. These evaluations are automatically completed once accepted into those programs.

- What is your Current Program of Study?

Degree Type (check one): Associate Degree Certificate

Program: _____

List each of your previous colleges that have sent official transcripts:
