

NAME \_\_\_\_\_ BANNER ID \_\_\_\_\_ CATALOG YEAR \_\_\_\_\_  
 DEGREE \_\_\_\_\_ MAJOR \_\_\_\_\_ SUPP. MAJOR \_\_\_\_\_ MINOR \_\_\_\_\_

SELECT:  Re-Evaluation  Financial Aid  Second Degree Seeking  Foreign  
 Other \_\_\_\_\_

| INSTITUTION INFORMATION |          |               |              |         | NMSU EQUIVALENCY TO: |              |         |
|-------------------------|----------|---------------|--------------|---------|----------------------|--------------|---------|
| NAME                    | SEMESTER | COURSE PREFIX | COURSE TITLE | CREDITS | COURSE PREFIX        | COURSE TITLE | CREDITS |
|                         |          |               |              |         |                      |              |         |
|                         |          |               |              |         |                      |              |         |
|                         |          |               |              |         |                      |              |         |
|                         |          |               |              |         |                      |              |         |
|                         |          |               |              |         |                      |              |         |
|                         |          |               |              |         |                      |              |         |

Justification \_\_\_\_\_

Approved  Not Approved \_\_\_\_\_ Department Head  
 Approved  Not Approved \_\_\_\_\_ Dean  
 Exception Processed \_\_\_\_\_ Evaluator

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 The purpose of the Request for Transfer Credit Review is for possible re-evaluation and identification of transfer credits earned.

**Steps to Follow:**

**Departmental Requirements:**

- a. Print form and fill out in its entirety by advisor and/or department head.
- b. Original signature from the department head is required for approval of request to be processed.
- c. Hand-deliver form to Student Records in Advising Center, Breland Hall Room 152

**General Education Core Requirements:**

- a. Print form and fill out in its entirety by advisor and/or department head.
- b. Hand-deliver form to Student Records in Advising Center, Breland Hall Room 152
- c. Assigned Record Specialist will review for Dean's approval and final processing.

**Assigned Record Specialist for Processing Form Based on Last 2 digits of Student's Banner ID:**

|            |                     |   |
|------------|---------------------|---|
| 00 - 33    | Terri-Lyn Mick      | <a href="mailto:terrilyn@nmsu.edu">terrilyn@nmsu.edu</a>      |
| 34 - 67    | <i>Letty Romero</i> | <i><a href="mailto:lromero@nmsu.edu">lromero@nmsu.edu</a></i> |
| 68 - 99    | Susie Crouch        | <a href="mailto:scrouch@nmsu.edu">scrouch@nmsu.edu</a>        |
| All Digits | Hilda M. Olivas     | <a href="mailto:hiolivas@nmsu.edu">hiolivas@nmsu.edu</a>      |