



Office of the Registrar
 Bard College
 Annandale-on-Hudson, NY 12504

Phone: (845) 758-7458
 Fax: (845) 758-7036
 Email: registrar@bard.edu

Application for Approval of Summer School or January Course

Please note that Bard does NOT accept credit for courses taken online.

You must receive approval for a summer school or January course before taking it in order to be eligible to receive credit towards your degree. Transfer credit is only awarded for grades of C and above.

Once you have completed the application form below, please collect the signature of your adviser before bringing it to the Office of the Registrar in Ludlow. Final approval for transfer credit is given by the Executive Committee of the faculty. If you plan to study a foreign language that is taught at Bard, you must get the approval of a professor who teaches that language here.

STUDENT INFORMATION

Name: _____ ID# _____

Major: _____ Current level: _____

The intended course is: _____ in my major
 _____ being taken to meet a requirement
 other: _____

Time Period: Summer _____ (year) January _____ (year)

INSTITUTION AND COURSE INFORMATION

Name of college or university at which you propose to study _____

Credit System (semester hours, quarter hours etc.)
 (Credits taken in other systems will be converted into semester hours; e.g. 3 quarter hours = 2 semester hours)

PROPOSED COURSE(S) -- full course description must be attached to this form

Subject	Course No	Course Title	Credits requested	credits approved (to be completed by the registrar)

ADVISER

Name (print): _____
 Signature: _____
 Date: _____

If studying a foreign language, approval of language faculty:

Name (print): _____
 Signature: _____
 Date: _____