

**STANFORD UNIVERSITY DEPARTMENT OF ECONOMICS**  
**TRANSFER CREDIT EVALUATION FORM**  
(Use a separate form for each non-Stanford course)

- Credit for courses taken at other institutions must first be approved for general university credit by the Registrar's Transfer Credit Evaluation Office.
- Econ department credit may be granted if the course taken was similar in coverage and analytical level to a course offered at Stanford as judged from the course descriptions, syllabus, text, or other materials you can provide.
- Courses from community colleges or city colleges will not receive transfer credit.
- If no similar course is offered at Stanford, directed reading credit may be approved in rare circumstances.
- **Students must have completed all the Stanford Economics prerequisites for the approved transfer credit in order to use it towards the Economics major or minor.**

\*\*\*\*\*

Name: \_\_\_\_\_ Date: \_\_\_\_\_

SUID: \_\_\_\_\_ Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

1. List the university and the course you took for which you would like transfer credit; also list the Stanford University course you believe it parallels.

**Name of non-Stanford university:** \_\_\_\_\_

**Non-Stanford course number and name:** \_\_\_\_\_

**Stanford Course you want transfer credit for:** \_\_\_\_\_

List the textbook(s) used for the non-Stanford course

\_\_\_\_\_

List the prerequisites required for the non-Stanford course

\_\_\_\_\_

2. Stanford in Washington or Stanford's Overseas Studies Program courses are the only requests for pre-approval that will be reviewed. All other outside courses will be reviewed after they have been transferred into Stanford University. Have you already taken the course? YES\_\_\_\_ NO \_\_\_\_
3. **You must attach a detailed course syllabus. Without this information we cannot process your request.**
4. **If you have already taken the course you must contact the Registrar's Office Transfer Credit Evaluator and ask to have an annotated copy of your transcript sent to the Economics Department Undergraduate Student Services Officer, Joanne DeMarchena (jdemar@stanford.edu).**

Any additional comments or explanations you would like to make:

*Submit this completed form and required materials to the Undergraduate Student Services Officer, Joanne DeMarchena, jdemar@stanford.edu.*

\_\_\_\_Approved    \_\_\_\_Denied

\_\_\_\_\_  
Director of Undergraduate Studies

\_\_\_\_\_  
Date  
Rev. 2020-21