



Application for Subject Credit

Registrar's Office
Durham College
2000 Simcoe Street North, Oshawa, ON L1H 7K4 Canada

Tel: 905-721-3043
Fax: 905-721-3113
www.durhamc.on.ca

Please Print Clearly

Name: _____ Date: _____

MyCampus Email Address: _____

Student Number: _____ Program: _____ Year: 1 2 3 (Circle)

DURHAM COLLEGE SUBJECT/CODE (current)	SEM OFFER	EQUIVALENT SUBJECT (previous course taken)	TAKEN AT	YR	FINAL MARK	FOR STAFF USE ONLY		
					MINIMUM 60%REQUIRED	CRN	APPROVE/DENY	INITIAL

- * Official transcripts of grades must be attached. Course outlines must be included for subjects taken at other post-secondary institutions and Durham College courses taken in a different program.
- * **MISSING INFORMATION OR SUPPORTING DOCUMENTATION WILL DELAY PROCESSING AND COULD RESULT IN MISSED DEADLINES FOR REGISTRATION IN OTHER SUBJECTS.**
- * Students must continue attending classes until subject approval has been processed by Registrar's Office.
- * Confirmation of subject credit approval must be picked up at the Registrar's Office within two weeks of application date.

The following documentation attached: Official Transcripts of Grades Course Outline

Student's Signature: _____ Date _____

Processed by Registrar's Office: _____ Date _____

Sent to School Office: _____ Date _____

Program Dean's Signature: _____ Date _____

Received back by Registrar's Office: _____ Date _____

Distribution: White: Student Yellow: Registrar Pink: Division December03

In accordance with section 39(2) of the *Freedom of Information and Protection of Privacy Act*, you are advised that the personal information collected on this form is collected under the authority of the "Ministry of Colleges and Universities Act", R.S.O., 1990 and Regulation 770. It will be used by Durham College personnel only for relevant College activities and may be used for statistical and administrative reporting purposes of the College. No personal information will be made available to third parties.