

Course Equivalency Form

Name: _____	University ID Number: _____	Type of Equivalency: ☐ Internal ☐ External ☐ Visiting Student
Transfer / Visiting Student from University:	College: _____	Major: _____
Reference No.: (_____)	College: _____	Major: _____
Semester:	Academic Year: ____ / ____ AH	

Course Equivalency Details

Course		Course Studied by the Student in the College/University Transferred From or Visited	Credit Hours	Course		Equivalent Course in the Study Plan of the College Transferred To	Credit Hours	Equivalency Percentage	Name of Department Chair	Signature
No	Code			No	Code					
								%		
								%		
								%		
								%		

Approval

Executive Head of the College	_____
Signature	_____
Official Stamp	_____

Notes

- 1 Internal equivalencies are processed in accordance with Article 26.
- 2 External equivalencies are processed in accordance with Article 28.
- 3 The visiting student / visitor form from outside the university must be attached.
- 4 A copy of the academic record showing the results of the visiting/transfer courses from the transferring institution must be attached.