



College of Lake County

APPEAL OF EVALUATION OF COLLEGE TRANSCRIPT From Non-Regionally Accredited Institutions

Credit from non-regionally accredited institutions will be evaluated for transfer credit to the College of Lake County upon request. If the College of Lake County determines that the transfer course matches a CLC course in content, rigor and length, it may be accepted for credit at CLC.

Please complete this form for each course for which you wish to receive transfer credit.

1. Course name and number (e.g., General Biology, BIO 101):
2. Name of institution:
3. College of Lake County equivalent course (e.g., BIO 121):
4. Student Name:
5. CLC ID Number:
(You can find your student ID number by calling 223-1111)
6. Social Security Number:
7. Academic Program:
8. Academic Plan:

(If you are unsure of your academic program, refer to the CLC catalog or the CLC website, www.clcillinois.edu or contact the Office of Admissions & Records (847) 543-2061.)

Signature: _____

RETURN THIS FORM WITH THE REQUIRED ATTACHMENTS (DESCRIBED BELOW) TO THE OFFICE OF ADMISSIONS & RECORDS

- Description of the course you wish to transfer from the college catalog that was in effect when you took the course.
- Course syllabus or course reference file for the course you wish to transfer (i.e., from the same term that you took the class).
- Narrative explaining justification for award of transfer credit.

The Dean of the appropriate Division will determine if credit is awarded. The decision of the Dean is final.