PETITION TO TRANSFER

- Go to petitions.oru.edu.
- The following information **must** be provided, or the petition will be **denied**.
  - **Name of transfer institution** (i.e. Tulsa Community College)
  - **Accreditation of transfer institution** (First search for this in Google. It is usually available online. If you cannot find it, call your previous school.
  - **Course number and title of class completed or to be completed** [This is the course that you took or plan to take at the other school. *You **must** provide the course prefix, number, and title.* (i.e. ENG 1310 English Composition I)]
  - **Course number and title of request class** (This is the ORU course that you are requesting credit for)
  - **(Upload) Syllabi or course description of transfer course** (You can find a syllabi or course description on other school's website. The syllabi or course description **must** be obtained directly from the school or from the schools website. *A word document with the information copied/pasted by the student is **not** acceptable.* Save the webpage as a .pdf file, or screen capture the page and upload this document to the petition form)