NATION BUILDERS UNIVERSITY

BUILD A NATION, ONE LEADER AT A TIME · WASHINGTON, DC

Transfer Credit Evaluation Request

Email the completed form to registrar@nationbuilderuniversity.com. Use this form to ask the Office of the Registrar to evaluate coursework from another institution toward a planned NBU program. Transfer credit is evaluated by the Registrar with academic departments. Acceptance and applicability are decided by NBU; completing this form does not guarantee credit.

Policy summary: transfer credit may be accepted when coursework was completed at a recognized institution, courses are equivalent to NBU requirements, academic standards are met, and official transcripts are provided. Transfer students must satisfy all NBU graduation requirements, including residency. Do NOT write ID numbers here or email transcripts; official transcripts will be requested through a secure channel when evaluation begins.

1. STUDENT INFORMATION

Legal first name

Legal last name

Email address

Phone (with country code)

Country of residence

NBU inquiry / application reference (if any)

2. TARGET NBU PROGRAM

Program

Select a program...

Credential level

☐ Professional Certificate ☐ Diploma ☐ Bachelor's ☐ Master's

3. PRIOR INSTITUTION(S)

Institution 1 name

Country

Credential / program studied

Years attended

Credits earned (and system, e.g. ECTS/US)

Institution 2 name

Country

Credential / program studied

Years attended

Credits earned (and system, e.g. ECTS/US)

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Was any coursework completed outside the United States?

☐ Yes (credential evaluation will be required) ☐ No

Evaluation provider (WES / IEE / other) | **Evaluation reference no.**

4. COURSES TO BE EVALUATED

List up to 8 courses. Include syllabi or course descriptions when we request documents.

Course title	Institution	Credits	Grade

5. PRIOR LEARNING (OPTIONAL)

I would like NBU to consider prior learning through

☐ Portfolio assessment ☐ Standardized examinations ☐ Professional certifications
☐ Competency evaluation ☐ Military training

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Describe relevant professional experience or certifications

6. DECLARATION

I confirm that the information is accurate and that the documents I later submit will be authentic. I understand that misrepresented credentials can lead to rejection.

Type your full name as signature

Date

Return to: info@nationbuilderuniversity.com · Office use only: Received ____/____/_____ Evaluator _____ Decision ■ Accepted ■ Partial ■ Not accepted

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