SEATTLE CENTRAL COLLEGE
One of the Seattle Colleges

Incoming Transcript Evaluation Request Form
For Transferring Previously Earned College Credits To SCC

Instructions:

1. Complete an Admissions Application. We are unable to process evaluation requests if a student has not been issued an EMPLID (ctcLink) Number.

2. Submit applicable official transcripts and/or exam scores (i.e. Advanced Placement, International Baccalaureate) to the Admissions Office. They must be received in a sealed envelope as issued by the originating institution or sent electronically by the issuing institution. Emailed, faxed, unofficial or opened transcripts will not be evaluated.

   If you attended North Seattle College, South Seattle College or Seattle Vocational Institute, you do not need to request official transcripts but please list below if applicable. Courses completed at Seattle Central College do not require an evaluation. If you have submitted official transcripts to any of the aforementioned colleges, you can contact their respective Registration Offices to have your records forwarded to Seattle Central.

3. Fill out your information below. Submit this form to the Registration Office.

Your records will be evaluated for the program that you have selected. Transfer courses do not appear on your Seattle Central College transcript, nor will they be included in the calculation of your Seattle Central College GPA. They will be viewable on a ctcLink Academic Advisement Report (AAR).

Please allow **up to 8 weeks** for processing. If your records are not on file when this form is submitted, there will be a delay in processing. During high volume periods, the turnaround time may be slightly longer. You will receive an email notification when the evaluation has been completed.

Name:_____ Date:_____
      First   M.I.   Last

Former Names (if applicable):_____

EMPLID (ctcLink) Number:_____ Birth Date:_____

Email Address:_____ Phone Number:_____

Program of Study (listed on next page):_____

☐ Check here if you are **not** pursuing a degree or certificate but need your math, science and/or foreign language prerequisites transferred in. To serve as prerequisites for future coursework, math and science courses must have been taken within the last three years.

List Official Transcripts and/or Exam Scores for Evaluation (*i.e. University of Washington, AP Exam, etc.***):**

1._____

2._____

3._____

4._____

5._____

High School Diploma

High School Completion
High School 21+

College Transfer Degrees

Associate in Arts DTA
Associate in Business DTA/MRP
Associate in Science DTA
Associate in Science Transfer Option 1 *
Associate in Science Transfer Option 2 **

Bachelor of Applied Science Degrees

Allied Health *Community Health and Education*
Allied Health *CHED Pre-Physician Assistant*
Allied Health *Healthcare Services Management*
Applied Behavioral Science
IT Networking

Health and Human Services

Allied Health *Dental Hygiene* ♣ ***
Allied Health *Generalist* ♣
Allied Health *Respiratory Care* ♣ ***
Associate in Nursing DTA/MRP
Chemical Dependency ♠
Social & Human Services ♦♣
Surgical Technology ♣♠

Science, Technology, Engineering, Math and Business

Business Technology Management ♦♣♠
Database Administration & Development ♠
Network Design & Administration ♣♠
Programming ♣♠
Programming & IT Support ♣
Web Design ♣♠
Web Development ♣♠

Seattle Culinary Academy

Culinary Arts ♦♣♠
Specialty Desserts & Breads ♦♣♠

Seattle Maritime Academy

Marine Deck Technology ♠
Marine Engineering Technology ♠

Wood Technology Center

Boat Building & Repair (formerly Marine Technology) ♦
Cabinetmaking & Architectural Woodworking ♦
Carpentry ♦

Please note: The following programs do <u>not</u> require external credits or a transcript evaluation request submission.

Apparel Design & Development ♦	Medical Assistant ♠
Care Navigation & Coordination ♠	Nursing Assistant ♠
Dental Assistant ♠	Pre-Apprenticeship Construction Training ♠
Graphic Design ♦	Visual Media ♦

Legend

DTA	Direct Transfer Agreement		***	Completion of the Allied Health AAS-T on the Dental Hygiene or Respiratory Care track segues into their respective Allied Health BAS degrees.
MRP	Major Related Program			
*	Option 1 focuses: Biological Sciences, Chemistry, Earth Sciences, Environmental Sciences, Geology.		♦	Associate of Applied Science (AAS)
**	Option 2 focuses: Atmospheric Sciences, Computer Science, Engineering, Physics.		♣	Associate of Applied Science Transfer (AAS-T)
			♠	Certificate

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