



UNIVERSITY OF TORONTO

FACULTY OF ARTS & SCIENCE

Secondary School Transfer Credit Forfeit Form

- If you received secondary school transfer credits when you began your studies in the Faculty of Arts & Science and you had not completed any previous post-secondary studies, you are eligible to forfeit your secondary school transfer credits.
- If you forfeit your secondary school transfer credits, they are removed from your academic record.
- In some cases, two half-credit courses are granted in transfer for one exam; in this instance if you forfeit the transfer credit for the exam, both half-credit courses would be removed from your academic record.
- Compose an email from your UofT email address to your College Registrar's Office and indicate in the subject header it is a Secondary School Transfer Credit Forfeit request. Then, attach the form. **An email from your U of T address will stand in for your official signature.**

First name: _____ Last name: _____

Student #: _____ Email: _____

I would like to forfeit the following transfer credits (list course code(s) below, for example ENG1**Y):

_____	_____
_____	_____
_____	_____

completed through:

- ☐ Advanced Placement Examination
- ☐ GCE Advanced Level
- ☐ Cambridge Pre-University Diploma
- ☐ International Baccalaureate Higher Level
- ☐ French Baccalaureate
- ☐ Caribbean Advanced Proficiency Examination (CAPE)

☐ **I understand that once I have forfeited the secondary school transfer credits I have listed above, they will be removed from my academic record.** Date: _____

College Registrar's Representative: _____ Date: _____

Please send your completed form to your College Registrar's Office.