



UNIVERSITY OF GUAM

OFFICE OF ADMISSIONS & RECORDS
UOG STATION MANGILAO, GU 96923

REQUEST FOR EVALUATION OF RECORDS (Undergraduate)

NOTE: Academic Evaluations may be requested upon completion of 61 semester hours or more toward your baccalaureate degree.

NAME: _____	EMAIL ADDRESS: _____
STUDENT I.D. NUMBER: _____	CONTACT NUMBERS: () _____ () _____
Requesting for: <input type="checkbox"/> Current Student Academic Evaluation <input type="checkbox"/> Former Student Transfer Credit Evaluation <input type="checkbox"/> New Student Transfer Credit Evaluation	FOR TRANSFER CREDIT EVALUATIONS: Name of College / University _____
MAJOR: _____ MINOR/OPTION FOR S.E. _____ CATALOG YEAR: _____ SEMESTER FIRST ENROLLED: _____ LAST SEMESTER OF ENROLLMENT _____	DEGREE SEEKING: <input type="checkbox"/> BA <input type="checkbox"/> BA.Ed <input type="checkbox"/> BBA <input type="checkbox"/> BS <input type="checkbox"/> BSW <input type="checkbox"/> BSN <input type="checkbox"/> ADN

Your evaluation will be made based on the Catalog in force at the time of your initial enrollment provided that (1) You have not stopped out for more than one regular semesters (summer session is not a regular semester) or (2) You have not changed your major (Declaration of a major by undeclared students does not constitute a Change of Major). If either have occurred, your evaluation will be based on the catalog in force at the time that you return to the University of Guam or at the time that you changed your major.

_____ This evaluation is to be picked-up. By: _____

_____ Please mail this evaluation to: _____

NOTE: Allow two weeks after the date of this request for the results of this evaluation. Allow a month or longer at peak times. After you receive the evaluation, please see your advisor if you have any questions. It is your responsibility to keep this office informed at all times of any changes in graduation plans, major, or curriculum after this request has been filed. **Students may also obtain a preliminary evaluation using the Self-Service system.**

APPLICATION FOR DEGREE MUST BE FILED A SEMESTER PRIOR TO COMPLETION.

DATE: _____ SIGNATURE: _____

FOR RECORD'S OFFICE USE ONLY

COMMENTS: _____

DATE: _____ SIGNATURE: _____