Submit Transfer Credit Petition e Form

1. Start by logging in to myUH Self Service.

2. Select the Advising Tile from the Student Home page.

3. Select ‘Add Transfer Credit eForm.

4. Select the transfer institution(s) and course(s) for which you would like to petition the transfer credit.

Current Transfer Equivalency

Select the transfer institution(s) and course(s) for which you would like to petition the transfer credit.
5. Use the Search Criteria to retrieve better results.

6. Select the UH Subject Area and Catalog Number. Indicate whether you are requesting a transfer course be considered for core credit, direct equivalency or both.

7. Use the Search Criteria to retrieve better results.

8. Select additional information, if applicable:

9. Petitions will be sent to the department of your major. Select the “Send to Department of Major.”

10. Enter the explanation of request.
11. Upload supporting documents. i.e. Syllabus and Course Descriptions.

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<th>Status</th>
<th>Action</th>
<th>Description</th>
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<tr>
<td></td>
<td><img src="image" alt="Upload" /></td>
<td>Petition Course Syllabus</td>
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12. Click Submit.

Submit
View Transfer Credit Petition e Form

1. Start by logging in to myUH Self Service.

2. Select the Advising Tile from the Student Home page.

3. Select View Transfer Credit eForm.

4. Click ‘Search’ to check the status of transfer credit petitions.

5. Select any hyperlink to view the transfer credit petition.