Questions to ask your school about your credits

From ReUp Education

Use this checklist when you contact a school about returning. It covers what to gather first and what to ask, with room to write down each answer. Policies are set school by school, so your answers may differ from one school to the next.

Gather first

List every school where you've taken a course. Some schools ask for official transcripts from each one.

SCHOOL	TRANSCRIPT REQUESTED (DATE)	TRANSCRIPT RECEIVED (DATE)

Which path are you on?

☐ I'm going back to the school where I earned my credits. ☐ I'm going to a new school.

Questions about the process

1 Which process applies to me: returning student or transfer?

2 Does the time since I last took a class change which process I use?

3 Do you need official transcripts from every school I've attended?

4 Do I submit a separate request for a credit evaluation, and how long does it usually take?

Questions about how your credits count

5 Is there a limit on how old credits can be?

6 Is there a minimum grade a course needs to count?

7 How many credits do I need to complete at this school?

8 Which of my courses count toward my program requirements, and which count as general electives?

9 Does this school offer credit for prior learning?

Notes

WHO I SPOKE WITH	DATE	MY NEXT STEP

> Your school decides how your credits count. A ReUp Success Coach can help you think through your answers and connect you with the right people at your school. A Success Coach can't evaluate your credits or decide what counts.