

Department of Biological Sciences, Hunter College, CUNY

Course Evaluation Request Form

PLEASE PRINT

DO NOT USE SCRIPT

Name: _____

Date: _____

Email: _____

Phone: _____

EMPL ID# _____

Expected Major: _____

Materials needed for completing this process:

1. **HUNTER COLLEGE Unofficial Transcript** (NOT Degree Works or transfer credit report)
2. A **Course Syllabus** from your previous school for each course you wish to have evaluated.
(Syllabus should include: course description, textbook information, weekly lecture topics, and weekly labs if applicable)
3. This completed Course Evaluation Request form.

Return all documents to the **Dept. of Biological Sciences, Rm 927 North.**

Submitted documents will not be returned.

Evaluation period is 4 – 6 weeks – please note **this does not include summer or winter breaks.**
INCOMPLETE FORMS WILL NOT BE PROCESSED.

List Courses To Be Evaluated:

Previous College Name: _____

COURSE NUMBER & NAME (at Previous College):	Credits	Lab (Y/N)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I am requesting a course evaluation for the following:

___ Principles of Biology
(BIOL 100 and/or BIOL 102)

___ Anatomy & Physiology
(BIOL 120 and/or BIOL 122)

___ Microbiology
(BIOL 230)

___ Biology Major Elective Credit