



150 West University

Office of Academic Advising

150 West University

November 18, 2013

Dear _____,

This letter is to notify you that your application for transfer credit for courses completed at _____ since these courses were completed _____.

If you wish to receive credit for courses not required at your institution, you may request an academic departmental review for the courses.

Please contact me if you have any questions regarding this letter.

Sincerely,

Cecilia M. _____

Transfer Credit Evaluation Assistant

Florida Institute of Technology

Office of Academic Advising

150 West University

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