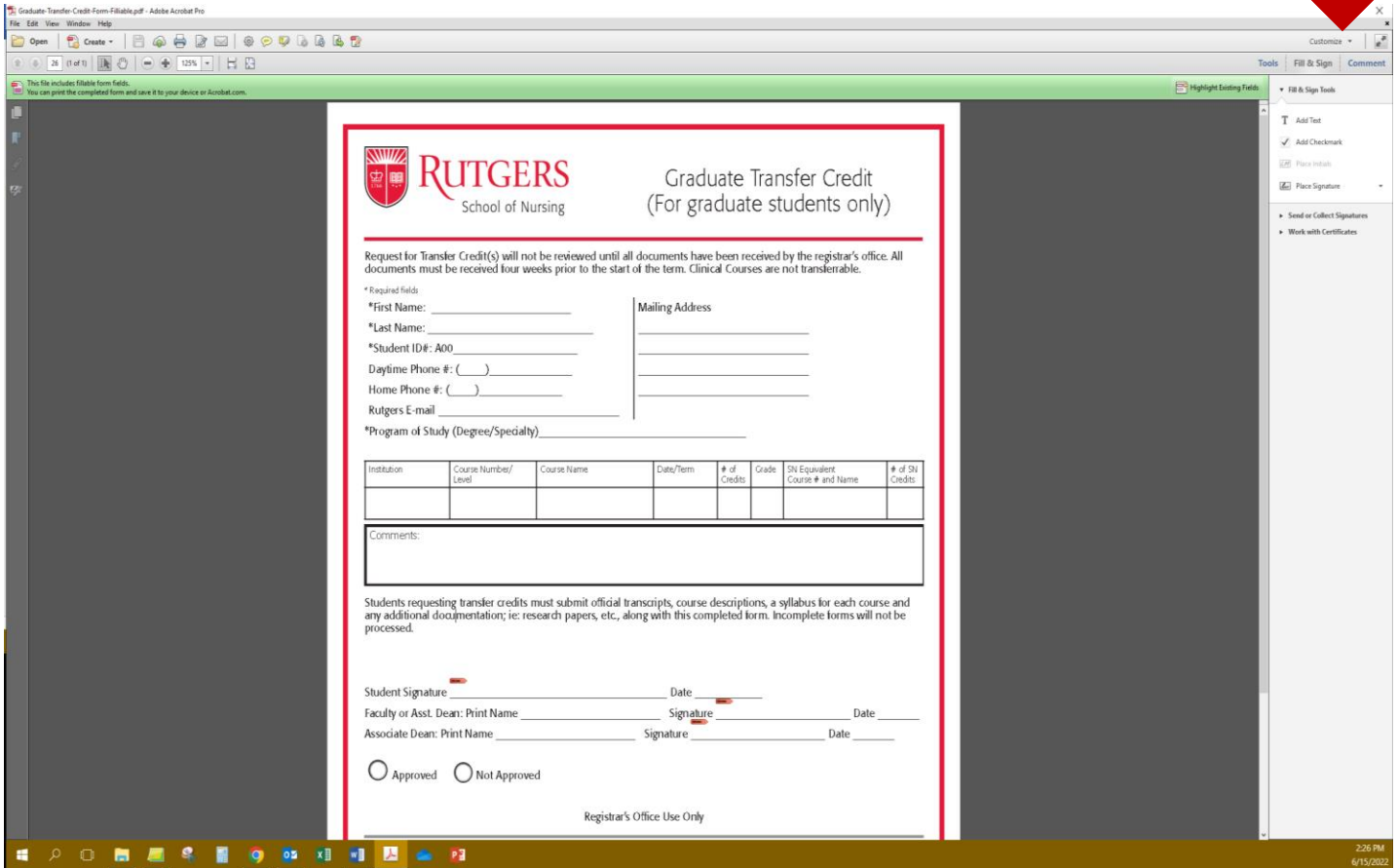


HOW TO: “Fill & Sign” in Adobe

Open the form you need to sign.

- Ensure the form opens IN ADOBE, **not the internet**. To do this, SAVE the form to your computer. THEN, open it FROM YOUR FILES.

Ensure the “Fill & Sign” bar appears on the right-hand side.

Graduate-Transfer-Credit-Form-Fillable.pdf - Adobe Acrobat Pro

Tools | Fill & Sign | Comment

Fill & Sign Tools

- Add Text
- Add Checkmark
- Place Initials
- Place Signature
- Send or Collect Signatures
- Work with Certificates

RUTGERS
School of Nursing

Graduate Transfer Credit
(For graduate students only)

Request for Transfer Credit(s) will not be reviewed until all documents have been received by the registrar's office. All documents must be received four weeks prior to the start of the term. Clinical Courses are not transferable.

* Required fields:

*First Name: _____ Mailing Address _____
 *Last Name: _____
 *Student ID#: A00 _____
 Daytime Phone #: () _____
 Home Phone #: () _____
 Rutgers E-mail _____
 *Program of Study (Degree/Specialty) _____

Institution	Course Number/ Level	Course Name	Date/Term	# of Credits	Grade	SI Equivalent Course # and Name	# of SI Credits

Comments:

Students requesting transfer credits must submit official transcripts, course descriptions, a syllabus for each course and any additional documentation; ie: research papers, etc., along with this completed form. Incomplete forms will not be processed.

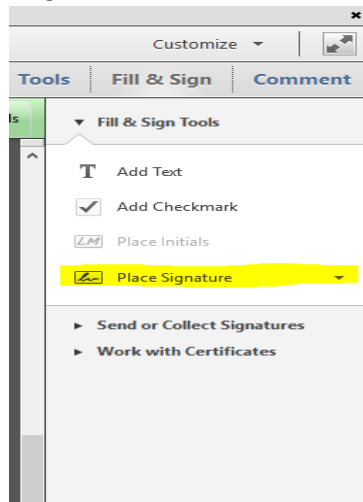
Student Signature _____ Date _____
 Faculty or Asst. Dean: Print Name _____ Signature _____ Date _____
 Associate Dean: Print Name _____ Signature _____ Date _____

Approved Not Approved

Registrar's Office Use Only

- If it does not appear, click “View” in the top left corner, and then select “Fill & Sign”.

In the “Fill & Sign” pane, select “Place Signature” and choose the method with which you wish to sign.*



**If you wish to receive a copy of your PHOTO signature that we have on file (to sign with an image), please reach out to Dani! (dani.scarmozzino@rutgers.edu)*