

This form may be used to decline or recover:

- Alternative credit
- Transfer credit (**earned while concurrently enrolled in high school only**)

Common alternative exam credit includes Advanced Placement (AP), International Baccalaureate (IB), College level Exam Program (CLEP), General Certificate or Advanced Level Exams (GCE) and Military Credit (Joint Services Transcript). Visit [TAURUS](#) for a complete list.

Please see your academic advisor if you are unsure if your alternative credit or college credit earned while concurrently enrolled in high school qualifies. *Students receiving financial aid should see a financial aid advisor prior to submitting this form.*

Student Information:

Last Name First Name Person Num.
UB Email Expected Graduation Date High School Graduation Date

I request to decline/recover the credit listed below.

<input type="checkbox"/> Decline	<input type="checkbox"/> Recover	Credit Source <input type="text"/>	UB Equivalent Course <input type="text"/>
<input type="checkbox"/> Decline	<input type="checkbox"/> Recover	Credit Source <input type="text"/>	UB Equivalent Course <input type="text"/>
<input type="checkbox"/> Decline	<input type="checkbox"/> Recover	Credit Source <input type="text"/>	UB Equivalent Course <input type="text"/>
<input type="checkbox"/> Decline	<input type="checkbox"/> Recover	Credit Source <input type="text"/>	UB Equivalent Course <input type="text"/>
<input type="checkbox"/> Decline	<input type="checkbox"/> Recover	Credit Source <input type="text"/>	UB Equivalent Course <input type="text"/>

Approval and Submission:

Requests for credit declination or recovery must be approved by an advisor before submission to the Office of the Registrar.

By signing this form I acknowledge I understand declining or recovering credit may impact my current and future financial aid eligibility. I have met with a financial aid advisor to discuss the impacts on my financial aid.

Student Signature Date

Advisor Name (Print or Type)

Advisor Signature (Digital Preferred)

Return this form to the Office of the Registrar Grading Department via:

- Email: reg-grading@buffalo.edu
- Campus Mail: Registrar at 1Capen, Capen Hall

Please note that forms returned via email will be reviewed and processed more quickly.

For Office Use Only

Registrar's Office Action Completed by Date