THE MONTREAL SCHOOL OF THEOLOGY
Affiliated with McGill University

ÉCOLE THÉOLOGIQUE DE MONTRÉAL
Affiliée à l'Université McGill

Transfer Credit Information for Students

Updated Nov 5, 2026

Please read the frequently asked questions below about transferring credits to the Montreal School of Theology.

How may I request an evaluation of my credits for transferability to the Montreal School of Theology?

- In order for us to evaluate your credits for transferability to the Montreal School of Theology, you must fill out and return to the Montreal School of Theology (via fax, mail, or email) a Transfer Credit Evaluation Request form.

Do I need to include syllabi or other materials with my request form?

- Yes. Please remember to include with your request copies of syllabi from the courses you took from another institution. If copies of the syllabi are unavailable, you may also submit copies of descriptions of the courses you took from another institution. You should also ensure that the College has a recent copy of your transcript which records the marks you received for the course/s.

What are general guidelines for courses that may be eligible for transfer to the Montreal School of Theology

- To be considered for transfer, credits taken at other institutions must fulfill the followingrequirements:
  - Taken at the Masters level
  - From a school that is accredited by the Association of Theological Schools in the United States and Canada (ATS) or a publicly accredited institution such as an university.
  - Courses must have been completed within the past 10 years of the date of admission to the MST program and successfully completed with a grade of B- or better or a Pass in a Pass/Fail grading system.
  - It must be equal to a 3-credit course.

When can I expect to hear about my transfer credit evaluation?

- Transfer credit evaluations generally take four to six weeks to process, as there are many steps to evaluate your credits. Thank you for your patience with this process. When the evaluation of your credits has been completed, you will be sent a letter explaining which, if any, of your courses are eligible for transfer and which M. Div. courses they may replace.

Transfer Credit Evaluation Request

Please read the FAQ on the back of this form and fill out this form in its entirety.

Please attach to this form syllabi or course descriptions for the course(s) to be evaluated.

Transfer credit evaluations may take 4 to 6 weeks to process.

Name:_____ID# (if applicable):_____

Phone:_____**Email:**_____

Degree:_____

Address: _____

_____

lnstitution(s) where course(s) will be/were taken:

_____

_____

Course# and Title	**Syllabi lnlcuded?**
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