



# TRANSFER CREDIT WORKSHEET

Applicants may use this Worksheet as a guide to gauge their progress in completing prerequisites. This Worksheet is appropriate for applicants who have not earned a degree, as well as for applicants who have already earned a degree. See reverse side for recommended courses, policies, and how to apply.

**Transfer credits are required to be:**

- ✓ Regionally accredited
- ✓ Grade of "C" or better
- ✓ 2.5 cumulative GPA

**Key**

- \* Denotes courses that are required even for applicants who already have a degree
- ^ See recommended courses on reverse side

Associate of Applied Science (A.A.S.)		Course Areas	Bachelor of Mortuary Science (B.M.S.)	
Required courses & credits	Credits required		Credits required	Required courses & credits
Composition I _____ 3cr Composition II _____ 3cr	6	<b>English</b>	6	Composition I _____ 3cr Composition II _____ 3cr
*Chemistry _____ 3cr *Anatomy & Physiology _____ 3cr ^Life Science _____ 3cr	9	<b>Sciences</b>	9	*Chemistry _____ 3cr *Anatomy & Physiology _____ 3cr ^Life Science _____ 3cr
*Intro/Gen Psychology _____ 3cr Intro/Gen Sociology _____ 3cr _____ 3cr	9	<b>Social Science</b>	12	*Intro/Gen Psychology _____ 3cr Intro/Gen Sociology _____ 3cr _____ 3cr _____ 3cr
*Interpersonal/Basic Comm _____ 3cr	3	<b>Humanities &amp; Arts</b>	12	*Interpersonal/Basic Comm _____ 3cr _____ 3cr _____ 3cr _____ 3cr
*Accounting _____ 3cr	3	<b>Business</b>	9	*Accounting _____ 3cr _____ 3cr _____ 3cr
		<b>Electives</b>	12	_____ 3cr _____ 3cr _____ 3cr _____ 3cr
<b>Total credits required for admission to AAS program</b>	<b>30</b>		<b>60</b>	<b>Total credits required for admission to BMS program</b>

**NEED ASSISTANCE?**

Admissions Office: admissions@ccms.edu / transfer@ccms.edu / 513.618.1926

Admissions information: <https://www.ccms.edu/admissions-to-ccms-mortuary-school/>



# RECOMMENDED COURSES

Refer to the list of recommended courses below as you complete your prerequisite requirements.

## **BUSINESS**

- Business Law (*highly recommended*)
- Business Management (*highly recommended*)
- Computer Science
- Data Processing
- Economics
- Finance
- Marketing
- Money & Banking
- Personnel
- Sales

## **ENGLISH**

- English Literature
- Writing
- Poetry
- Grammar
- Fiction
- Shakespeare

## **HUMANITIES/ARTS**

- Religion (*highly recommended*)
- Speech (*highly recommended*)
- Music
- Sculpting
- Art
- Art History
- Communication
- Drama
- Film
- Foreign languages
- Photography
- Theology

## **SCIENCE**

- Anatomy & Physiology II (*highly recommended*)
- Microbiology
- Pathology
- Biology
- Zoology

## **SOCIAL SCIENCES**

- Anthropology
- Criminal Justice
- Geography
- History
- Marriage & Family
- Political Science
- Racial / Ethnic
- Social Work

## **ELECTIVES**

Elective courses are discretionary and may be in any academic area of study.

### READY TO APPLY?

#### **Apply online**

Apply today at [www.ccms.edu](http://www.ccms.edu)

#### **Send official transcript(s) electronically:**

[admissions@ccms.edu](mailto:admissions@ccms.edu)

#### **Send official transcript(s) by mail:**

CCMS Admissions  
645 W North Bend Rd.  
Cincinnati, OH 45224

#### **NOTICE OF NONDISCRIMINATION**

CCMS does not discriminate on the basis of race, color, age, creed, religion, gender, sexual orientation, gender identity and expression, ancestry, national origin, disability, marital status, veteran or military status, genetic information, or any other class protected by law in the administration of its admission or academic policies, activities, financial aid, or programs. For further information on CCMS' nondiscrimination policy, go to <https://www.ccms.edu/about/safety/title-ix-compliance/>. You may also contact the Title IX Coordinator at 513-618-1933; [titleix@ccms.edu](mailto:titleix@ccms.edu); 645 W North Bend Rd. Cincinnati, OH 45224.

#### **DISABILITY & ACCOMMODATIONS POLICY**

Students with disabilities (including learning disabilities, hearing or visual impairments, mobility impairments, attention deficit/hyperactivity disorders, psychiatric impairments or chronic health disabilities) who apply to CCMS can choose whether or not to disclose their disability to us. We do not use information about a disability to deny admission to a student. There is no separate admissions process at CCMS for students with disabilities. All students who apply to CCMS, including those who have a diagnosed impairment/disability, are evaluated using the same criteria. In compliance with Section 504 of the Rehabilitation Act of 1973, CCMS provides, at no charge, reasonable accommodations to meet the individual needs of eligible students. Eligibility depends on the nature of the impairment and its impact on the particular individual, and is based on documentation from a qualified professional. It is the student's responsibility to identify that he/she has a diagnosed impairment/disability and to follow the appropriate procedures to request consideration for reasonable accommodations. Please be aware that CCMS is not required to approve any accommodation that would change the fundamental nature of a course or a curriculum. Course substitutions and/or waivers will not be granted.

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