

Math: _____

Transfer Credit: _____

Transfer Course Approval Form

(Print) Last Name MI First Name RU ID Number

Class Major Rutgers Email

Permission form to register for courses at _____
Name of Institution

during _____
Semester Year

Course Number and Title	Credits	Online	Equivalent Course/Area (if applicable)
_____	_____	Y / N	_____
_____	_____	Y / N	_____
_____	_____	Y / N	_____

- Students must send an official transcript to the School of Environmental & Biological Sciences upon completion of course.
- You must call 848-932-3000 to confirm receipt of your transcript after it has been sent by the institution. Hand delivered transcripts must be in its original, sealed envelope.**
- Credits for grades of "C" (2.000) or better (in approved courses) are transferable; grades below that will **not** transfer.
- If an RU course with a grade of "D" is repeated as transfer credit (outside of RU) the RU credit will be deleted but the RU grade will remain in the GPA.
- Transfer Course Approvals pertain only to SEBS. These courses/evaluations may be declined by other schools if a student transfers.
- Grades earned at other institutions **DO NOT** transfer into your cumulative average.
- The Repeated Course Policy **DOES NOT APPLY** to courses completed at other institutions.
- Appropriate prerequisites and/or placement must be completed for requested course(s) to transfer.
- If approved, both General Biology – 01:119:101 **AND** 102, or 01:119:115 **AND** 116, must be completed at the same institution. Rutgers Newark General Biology – 21:120:101-102 are not equivalent to New Brunswick General Biology – 01:119:101-102 or 01:119:115 AND 116.
- Both semesters of Organic Chemistry, 01:160:307 - 308, if approved, must be completed at the same school.**
- Approved Mathematics courses must meet in a campus classroom for at least five (5) weeks.
- Approved Economics, English, Chemistry, Geography, Psychology and Exercise Science courses must meet in a campus classroom (minimum number of weeks as per department).
- Thirty of the last 42 credits required for a degree must be taken at Rutgers University. Students who have received the maximum number of transfer credit (**64 credits – Community College; 90 credits – Four Year School**) will **not be eligible** to complete additional course work outside of Rutgers University.

I have read and agree with the above guidelines and policies.

Student's Signature Date

Dean's Signature Date