



Transfer Student FAQs

University of Rochester
Advising, Curriculum, and
Transfer Credits

College Center for Advising Services (CCAS)

Lattimore Hall 312
(585) 275-2354
cascas@rochester.edu



Advising

What kind of advising is available for transfer students?

- All incoming transfer students are assigned a **College Advisor** who they will work with until they graduate from UR. Your College Advisor will help monitor academic progress, plan for graduation, and serve as an overall resource navigating a new campus.
- Students enrolling in the **Hajim School of Engineering and Applied Sciences** will also be assigned a faculty advisor and an undergraduate coordinator within that major department.

What can my College Advisor help with?

1. Developing your educational and career goals
2. Connecting you to academic resources
3. Identifying opportunities for enhancing your undergraduate experience
4. Helping you choose courses to explore the richness of the Rochester Curriculum and fulfill academic requirements
5. Providing guidance if you get “stuck” (Including help with courses, majors, personal challenges, and any other concerns)
6. Declaring your major
7. Reviewing your academic progress

When should I meet with my College Advisor?

- You have to communicate with your College Advisor to prepare for registration each semester.
- **Transferring in the Fall:** Your College Advisor will reach out in the summer, before course registration in early August.
- **Transferring in the Spring:** Your College Advisor will reach out in late November or December. You can register for courses when you’re officially admitted and you’ve met with your College Advisor.
- In your first meeting, you can expect to discuss course planning, your Transfer Credit Evaluation, and other topics to ensure your successful transition.
- Regardless of what semester you transfer into, you should meet with your College Advisor during your first semester to discuss your current courses, Major Declaration, research opportunities, and other topics of interest.
- You are welcome to contact your College Advisor as often as you’d like. Please feel free to ask them any questions you have!



Declaring Your Major

As a transfer student, when should I declare my major?

- All incoming students start with an intended major, and should officially declare their major during the semester they are completing 64 credits, which is typically the spring of sophomore year.
- The number of credits you transfer in determines when to declare your major.
 - If you transfer in 64+ credits, you will be expected to declare your major your first semester here.
 - Please [see this classification chart](#) for the number of credits required for each class year.
 - For example: if you begin at the U of R in the fall with 48 credits, you would be classified as a sophomore and should officially declare your major in the upcoming spring semester.

I indicated a major when I was accepted to the U of R, but I've changed my mind. Should I do something about that?

- Please fill out an [Intended Major Change Form](#) so your program can be updated in [UR Student](#).
 - This form can be used anytime up until you officially declare your major.
 - If your new intended major leads to a switch in or out of the Hajim School of Engineering & Applied Sciences, you will receive a new College Advisor
- Please note that you only start with an intended major. Use this link to officially [declare your major](#).

Why is it important to officially declare my major?

- Delaying major declaration may negatively affect financial aid and your graduation plans.
 - Certain types of financial aid may be in jeopardy for students who do not declare their majors shortly after the start of the junior year.
 - Students who do not declare a major by the 1st semester of junior year will have a registration hold placed on their account that will delay upcoming registration.
- Upon official declaration of your major, you will be assigned a faculty advisor in your program of study. They can assist you in making connections to faculty and peers in your department.

What do I do if I am classified in the wrong class year? (For example, I am classified as Class of 2027, but I plan to graduate in 2026)

- If you believe your classification is incorrect, please contact your College Advisor to review your total transfer credits and the [Enrollment Policy](#). Classification is based on the number of credit hours completed at your time of entrance.
 - After this discussion, you may need to submit a [Petition for an Exception to a Faculty Rule or Regulation](#) to request reclassification.

Financial Aid

Who can I connect with if I have questions about financial aid?

- We encourage you to communicate directly with [your financial aid counselor](#). It is best to connect with them as early as possible, so that you can ensure that all financial support is in place at the start of the semester.

Rochester Curriculum

What are the Rochester Curriculum requirements?

- The [Rochester Curriculum \(RC\)](#) requires that students complete a formal set of courses (defined as a major, minor, or cluster) in each of three academic divisions. These divisions are Humanities (H), Social Sciences (S), and Natural Sciences and Engineering (N).
- In addition, all students must complete the Primary Writing Requirement (PWR) course. Students must earn an average of a 'C' (2.0) or better in all aspects of the RC (including the PWR course).

I completed a writing course at my previous school. Do I still need to complete the Primary Writing Requirement?

- Credit for a writing course does not automatically fulfill the Primary Writing Requirement (PWR). However, there is an [online petition process](#) for transfer students if you believe that your course meets the criteria to fulfill the PWR.
- If you need to fulfill the PWR at U of R, please take the [Writing Self-Placement Survey](#)

I am coming into the U of R with a lot of transfer credit. Do I still need to complete all Rochester Curriculum requirements?

- It depends. You will major in one academic division and complete cluster(s) in the other division(s) depending on your Rochester Curriculum requirements.
 - Review your Interim (Initial) and Final Transfer Credit Evaluation to confirm your specific requirements, which are determined by both the credit hours and academic divisions that you have already received credit for.

How do Rochester Curriculum requirements differ for students pursuing a major within the Hajim School of Engineering & Applied Sciences?

- Some accredited engineering programs have slightly different cluster requirements. Engineering students should contact their College Advisor for specific details about the requirements outside of their major.
 - These Hajim majors require students to *complete 1 cluster* in either social sciences or humanities:
 - Audio and Music Engineering
 - Biomedical Engineering
 - Chemical engineering
 - Electrical and Computer Engineering
 - Mechanical Engineering
 - Optical Engineering
 - Optics
 - These Hajim majors require students to *complete 2 clusters*:
 - Computer science
 - Geomechanics
 - Engineering sciences
 - Interdepartmental engineering

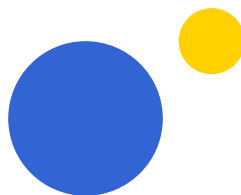
Can transfer courses be used to fulfill major/minor requirements?

- Yes! Approval from the department is required for each course you would like to use toward a major or minor. More information on course approvals & equivalencies is at the bottom of this page.
- **Acquiring these approvals as early as possible** will help you best plan your semesters here.

Can transfer credit be used to fulfill cluster requirements?

- Cluster courses must be taken at the U of R. No one can use courses taken elsewhere or AP/IB credit to meet Cluster requirements.
 - Depending on the credit hours and divisions you have already completed, your cluster requirements may be modified. Please see the [Transfer Students](#) section on clusters in the Advising Handbook for more information.

Transfer Credit



What transfer credits does the U of R accept?

- Courses that have similar content to courses offered by U of R will typically transfer. See the [transfer credit section](#) of the Advising Handbook for information on which courses will transfer.

How do I know if I need a course equivalency?

- Course equivalencies are needed for any courses required for a major or minor, even if that course is not in the same department as your major or minor.
 - Ex. if you are a business or economics major, two of the required courses are ECON 108 and MATH 161. If you took these courses, you would need to get course equivalencies approved from the Economics and Math departments.
- Course equivalencies are also needed if you plan to continue in a course sequence.
 - Ex. if you have transfer credit for a general chemistry course, to continue onto the next course in chemistry, you would first need an equivalency for your general chemistry course.

How do I get course equivalencies?

- You will need to fill out a [Course Approval Form](#) (CAF) and get it signed off on by an [Authorized Approver](#) in the department.
 - You will need to provide the department with a course description; some departments will also require a course syllabus. [Refer to the Authorized Approval List](#) for all faculty/staff who can approve courses toward a major or minor.
 - **Some departments have their own transfer credit approval forms**, including [biology](#), [math](#), and [political science](#), so please refer to the department website for specific info.
 - Courses managed by the same department can go on the same Course Approval Form
- Once completed, the CAF will be submitted via email by the Authorized Approver.



When should I begin the process of getting course equivalencies?

- Incoming transfer students can start reaching out to Authorized Approvers (staff and faculty who can approve transfer credit) over the summer if starting in the Fall semester, and anytime in the Fall semester if you are starting here in the Spring.

Some of my transfer credits are not showing up in UR Student; what should I do?

- Make sure you have sent your final transcript from your previous institution. Please do so by June 30th for the Fall semester and January 15th for the Spring semester.
- There is a 2 week turnaround time for your final transcript evaluation to be completed once we have your final transcript. You will receive an email notification when a transcript is received.
- When your transfer credit is evaluated, you will receive an email notification that transfer credit has been added to your [UR Student](#) record. You will also receive a copy of your Final Transfer Credit Evaluation by email.

Can my AP/IB credit, or courses taken while in high school, count toward my degree?

- You can transfer in a maximum of 16 credits through exam scores (AP, IB, A-Level, CAPE) and college coursework on a college campus while in high school. See [Pre-Matriculation Credit](#) for more info.
 - See [Credit and Placement](#) in the Advising Handbook for information on exam scores.
 - College courses that were taught in the high school will not be accepted.

Transfer Credit Evaluation

What is an Interim (Initial) Transfer Credit Evaluation?

- Your Interim Transfer Credit Evaluation is an initial assessment of your transfer courses sent from Admissions after you have applied to Rochester.
 - All the courses on the first page of your evaluation are approved for transfer. These courses are considered elective credit and count toward the 128 credits needed for graduation.
 - Your Primary Writing Requirement and your cluster requirements are also listed on this evaluation.
- If you would like elective courses to be used for a major or minor, see the bottom of page 5 of this guide for details on getting course equivalencies.

What is a Final Transfer Credit Evaluation?

- A Final Transfer Credit Evaluation is the final assessment of your transfer courses sent from the Registrar's Office. This evaluation is completed upon receipt of a final transcript and course approvals for all potential equivalencies.
 - This is the official record of your awarded transfer credit and RC requirements for graduation.



Where can I send official transcripts from the college I attended previously?

- Official transcripts can be sent to the Registrar by email at registrar@rochester.edu.
 - They can also be sent by mail to the following address: Office of the University Registrar, University of Rochester 127 Lattimore Hall P.O. Box 270038 Rochester, NY 14627.
 - Official transcripts must be sent directly from the school to the Registrar.

How will I know which of my college courses will transfer to the U of R?

- Both your Interim (Initial) and Final Transfer Credit Evaluations will specify which of your college courses will transfer to the U of R. Please note that department approval is required for all major/minor courses.

Why didn't all my courses transfer?

- On the bottom of your transfer credit evaluation, you can review the reasons why your transfer credit wasn't accepted. Please see the following detailed explanations:
 1. The University of Rochester does not offer comparable coursework.
 2. Incomplete or in progress grades.
 3. Unsatisfactory grades.
 4. The University of Rochester does not offer comparable activity for credit.
 5. You withdrew from the course.
 6. You cannot receive credit for a class you've already completed.
 7. Departmental Approval is necessary (see the bottom of page 5 of this guide)
 8. Course Descriptions are necessary.
 9. Other (see the comments on your eval)

How does the U of R determine the number of credit hours to be granted/awarded/transferred?

- The number of transfer credit hours to be granted is determined by a formula that takes into account the total hours required for graduation at each college.
 - Ex. a student who earned 15 credits at a school requiring 120 credits for the degree would be awarded 16 credits at the U of R, based on our degree requirement of 128 hours.

How many semesters do I need to spend at the U of R to receive a degree?

- The [Residency Requirement](#) specifies that a minimum of 48 credits (four semesters of full-time study) must be completed at the U of R.
 - The [Enrollment Policy](#) specifies the number of full-time semesters needed depending on the number of transfer credits awarded upon entrance into the U of R.

