



Transfer Student FAQs

*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?

1. All incoming transfer students are assigned a College Advisor who they will work with until they graduate from the University of Rochester. Your College Advisor will help you monitor your academic progress, plan for graduation, and serve as an overall resource for you as you begin to navigate a new campus.
2. Students enrolling in the Hajim School of Engineering and Applied Sciences will also be assigned to a faculty advisor and an undergraduate coordinator within that major department, in addition to a College Advisor.

What can my College Advisor help me 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?

1. Fall: As you approach your first semester, your College Advisor will reach out to you in the summer, before course registration. During this first meeting, they will provide you with details about course planning, your Transfer Credit Evaluation, and other topics to ensure your successful transition. Later in the fall semester, you will meet to discuss your current courses; Major Declaration, research opportunities, and other topics of interest.
2. Spring: If you're starting in the Spring semester, your College Advisor will reach out to you in late November or early December. Course registration will occur in January before classes begin as part of the Spring Welcome Weekend program.
3. You are welcome to contact your College Advisor as often as you'd like. You'll be required to communicate with them to prepare for registration each semester. Please don't hesitate to let your college advisor know when questions come up.

Declaring Your Major

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

1. All students are expected to formally declare their major during the semester they are completing 64 credits, which typically occurs during the spring of the sophomore year. So, the number of credits you are transferring from your previous institution will determine when to declare your major.
 - a. If you transfer in 64+ credits, you will be expected to declare your major your first semester here.
 - b. The number of credits determines your class year. Please see this [classification](#) chart for the number of credits required for each class standing.
 - c. For example, if you begin at the U of R in the fall with 48 credits, you would be classified as a sophomore and plan to declare your major in the upcoming spring semester.

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

1. Students who no longer plan to pursue the major they indicated on their application for admission should fill out an [Intended Major Change Form](#). Your program of study will be updated accordingly in [UR Student](#).
2. Please note this is only your intended major. Please follow this link to officially [declare your major](#).
3. [The Intended Major Change Form](#) can be used anytime up until you officially declare your major.
4. 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. Students enrolling in the Hajim School will also be assigned to a faculty advisor and an undergraduate coordinator within that major department, in addition to a College Advisor.

Why is it important to declare my major?

1. Delaying the process of officially declaring your major may negatively affect a student's financial aid and [classification](#). 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 second semester of junior year will have a registration hold placed on their account that will delay the upcoming fall registration.
2. Upon official declaration of your major, you will be assigned to an advisor in your program of study. Your major advisor will 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 2026, but I plan to graduate in 2025)

1. 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](#) to the Administrative Committee to request to be reclassified.



Financial Aid

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

1. We encourage you to communicate directly with your financial aid counselor. [Counselors](#) for undergraduate students are assigned based on the first letter(s) of your last name. It is best to communicate 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?

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

1. It depends. The [Rochester Curriculum](#) consists of three academic divisions (humanities, social sciences, and natural sciences). You will major within one 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 cluster requirements. RC and cluster requirements are determined by both the credit hours and RC 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?

1. Students in accredited engineering programs complete slightly different cluster requirements.
2. The following majors in the Hajim School of Engineering and Applied Sciences require students to complete one cluster in either the social sciences or the humanities: audio and music engineering, biomedical engineering, chemical engineering, electrical and computer engineering, mechanical engineering, optical engineering, and optics.
3. The following majors require students to complete two clusters: computer science, geomechanics, engineering sciences and interdepartmental engineering. Engineering students should contact their College Advisor for specific details about the requirements outside of their major.

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

1. Approval from the department is required for each course you would like to use toward a major or minor. In order for the department to review the course, you will need to fill out a [Course Approval Form](#) and get it signed off on by an authorized approver in the department. Please refer to the [Authorized Approval List](#) for all faculty/staff who can approve courses toward a major or minor.
2. You will need to provide the department with a course description. Please note that some departments will also require a course syllabus to review the course.
3. **Acquiring these approvals as early as possible** will help you best plan your semesters here.

Can transfer credit be used to fulfill cluster requirements?

1. Cluster courses must be taken at the U of R. No student, including transfer students, can use courses taken elsewhere or AP/IB credit to meet Cluster requirements. Depending on the credit hours and RC divisions that you have already completed, your cluster requirements may be modified. Please see the [Transfer Students section](#) for more information.

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

1. 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.

Transfer Credit

What transfer credits does the U of R accept?

1. Courses that have similar content to courses offered by the University of Rochester will typically transfer. Please review the [transfer credit section](#) of the Advising Handbook for detailed information on which courses will transfer.

How do I know if I need a course equivalency?

1. Course equivalencies are needed for any courses that are required for a major or minor, even if that course is not in the same department as your major or minor.
2. For example, if you are a business or economics major, two of the required courses are ECON 108 and MATH 161. Based on this, you would need to get course equivalencies approved from the Economics and Math departments.
3. Course equivalencies are also needed if you plan to continue in a course sequence.
4. For example, if you have transfer credit for a general chemistry course, in order for you to continue onto the next course in chemistry, you will first need an equivalency for your general chemistry course.
5. You will need to fill out a [Course Approval Form](#) (CAF) and get it signed off on by an authorized approver in the department. Please refer to the [Authorized Approval List](#) for all faculty/staff who can approve courses toward a major or minor.
6. Once completed, the CAF will be submitted via email by the Authorized Approver.

When should I begin the process of getting course equivalencies?

1. 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?

1. First, make sure you have sent your final transcript from your previous institution. Please do so by July 15th for the Fall semester and January 15th for the Spring semester. The Registrar's Office manages the processing of final transcripts. If you have any questions about the timeline for evaluating your transfer credit, please reach out to your College Advisor.
2. There is a 4-to-6-week turnaround time for your final transcript evaluation to be completed once we have your final transcript. You can expect to receive an email notification when a transcript is received
3. 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.

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

1. 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 evaluated. Please see the following for detailed explanations.

1. Because the University of Rochester does not offer comparable coursework.
2. Because of incomplete or in progress grades.
3. Because of unsatisfactory grades.
4. Because the University does not offer comparable activity for credit.
5. Because you withdrew from the course.
6. Because you cannot receive credit for a class you've already completed.
7. Departmental Approval is necessary.
8. Course Descriptions are necessary.
9. Other

If the reason a course didn't transfer in is a 'Departmental Approval is necessary' and 'Course Descriptions are necessary', what do I do?

1. If Departmental Approval is necessary, you will need to fill out a [Course Approval Form](#) to request departmental review. Please refer to the [Authorized Approval List](#) for all faculty/staff who can approve courses to count toward a major or minor. You will need to provide the department with a course description. Please note that some departments will also require a course syllabus in order to review the course.
2. Please review the entire Course Approval Form for instructions on how to submit. You will submit the completed form via email to registrar@rochester.edu.

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

1. 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. For example, a student who had 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.

Transfer Credit Evaluation

What is an Interim (Initial) Transfer Credit Evaluation?

1. 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 that are listed 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. In addition, your PWR and your cluster requirements are also listed on this evaluation.
2. If you would like elective courses (on the first page) to be used for a major or minor, please see the process above referencing department approval.

What is a Final Transfer Credit Evaluation?

1. 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 now the official record of your awarded transfer credit and Rochester Curriculum Requirements for graduation.

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

1. 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.

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

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

