

**Evaluation of Transfer Coursework
(including non-EAP study abroad programs)**

- Use this form to request pre-enrollment evaluation of courses from another institution (whether in the US or abroad) for completion of a graduation requirement.
 - For UC's Education Abroad Program (EAP): use the EAP forms.
 - For California community college courses: use ASSIST.org.

Name _____ SID _____ Major _____

Email _____ Phone _____

Instructions:

1. Meet with a major adviser in advance to discuss your plans. Be sure to cover the Senior Residence requirement, transferability of units, and completion of your requirements.
2. If you are planning to study abroad on a non-EAP program, complete the "Information for UC Berkeley Students Planning to Study Abroad in Non-UC Sponsored Programs" checklist available from the Office of Undergraduate Admissions. This process will determine whether the courses you take abroad will transfer to UC Berkeley.
3. All students: on the reverse side of this form, indicate each course you plan to take and which requirement you would like to fulfill. This must be done in advance of enrollment. Make a copy of your petition for your records.
4. Final decisions regarding college and major requirements will be made after the coursework has been completed. While studying at the other university, collect the following documents for evaluation upon your return to Cal:
 - a. Course descriptions,
 - b. Syllabi,
 - c. Reading lists,
 - d. Final exams and essays
5. After completion of the coursework, request an official transcript from your host institution and deliver it, unopened, to 250 Wurster Hall upon your return. The Office of Undergraduate Admissions will then determine transferability of credit.
6. Meet with the College Evaluator in 250 Wurster to seek final approval toward requirements, once credit is shown on the UCB transcript.

Senior Residence: Note that after you become a senior (with 90 semester units earned), you must complete at least 24 of the remaining 30 units *in residence at UC Berkeley* in at least two semesters. To count as residence, a semester must consist of at least 4 passed units. EAP units do NOT count towards this requirement.

Proposed Coursework

Institution/program you plan to attend:

Term and year (e.g., fall, spring, summer):

Have you verified with the Office of Admissions that these courses are transferable? Yes No

Course Title	Listed as		I would like to count this course toward the following requirement:					Pre-enrollment assessment (unofficial)	Final Decision (after course taken & reviewed)
	Upper or Lower Division	# of units	Major	CED Outside Major	Minor (Please Specify)	Breadth (Please Specify)	N/A		
									<input type="checkbox"/> Yes <input type="checkbox"/> No
									<input type="checkbox"/> Yes <input type="checkbox"/> No
									<input type="checkbox"/> Yes <input type="checkbox"/> No
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									<input type="checkbox"/> Yes <input type="checkbox"/> No

For department use only:

Pre-enrollment Review by: _____ (CED- Faculty/ Staff Only) Date: _____
(Print Name)

Post-Completion Evaluation by: _____ (CED- Faculty/ Staff Only) Date: _____
(Print Name)