

Transfer Student Information

With some college experience and credits already earned toward your degree, you come to UW with different concerns and questions. At the same time, you have savvy, ideas, talents, and skills you can share with our campus community. You are encouraged to:

- Get to know your teachers so they learn more about you. Your letters of reference for jobs and graduate schools will then be more meaningful.
- Ask about opportunities for research in your major, whether assisting professors or working on your own questions.
- Check out the minors (available in every A&S department/program) to enhance your marketability and exercise other parts of your brain.
- Apply for scholarships and grants for continuing students in A&S (deadline usually mid-January), independent study awards, and national scholarships such as the Truman and the Goldwater.
- Visit the Center for Advising and Career Services to begin writing your résumé, learning about internships, and asking other questions to get you thinking about life after UW.
- Lend your expertise and knowledge to clubs and activities. They need new faces and ideas while you add substantially to your résumé and network of friends and support.

Some common questions asked by transfer students about the UW University Studies Program and College of A&S Core general education curricula and requirements in your major:

- Who is required to meet the USP 2003 and A&S Core 2003?
 - All first-year students who enter UW fall 2003 and later.
 - All out of state transfer students who enter UW fall 2003 and later.
 - All re-entering students who have been away from UW and the Wyoming community colleges for one or more years.
 - All students who matriculate at a Wyoming community college fall 2003 and later, and then transfer to UW.
- How many upper division hours must I complete in order to graduate from UW?
 - You must complete 48 hours of upper division coursework (3xxx-4xxx level classes) in order to graduate from UW.
 - Of those 48 hours, 30 must be taken from UW.
- What if I began at a Wyoming community college before transferring to UW?
 - Students transferring into the university with an Associate of Arts, Associate of Business, or an Associate of Science degree from a Wyoming Community College that was awarded Spring 2001 and after have only to complete the following University Studies Requirements.
 - University Studies (WC) Upper Division Writing
 - The (QB) requirement if a second 3-hour college-level math course was not completed at the community college.
 - Students transferring into the College of Arts and Sciences must satisfy the following A&S Core requirements. (Courses taken at the community college may satisfy these requirements on an individual course basis.)
 - Upper division outside the major
 - Foreign language (or sign language for the departments that allow it)
 - Non-western course
 - Lab sciences requirement of (2) four-credit hour approved lab sciences
- The UW department of my major has changed the requirements in the degree program since fall 2003, but I started at a Wyoming community college before transferring to UW. What USP and College of A&S Core programs do I follow?
 - You may choose, or be required, to follow the new major requirements. If that is the case, you may continue the University Studies Program and A&S requirements in effect when you matriculated at the Wyoming community college as long as you have been continuously enrolled.

- Since I am a transfer student from another university or college, do I have to enroll in the Intellectual Community and the Information Literacy courses?
 - The Intellectual Community course is required if you have earned less than 16 credit hours post high school. The course is recommended if you have 16-29 transfer credits. You do not have to take it if you have 30 or more transfer credits. If the college credit hours you have earned were from courses taken as a high school student, you need to take the Intellectual Community course regardless of the credit hours earned.
 - The Information Literacy course must be completed regardless of the credit hours you have earned or if the Intellectual Community course is waived for you.

- How will I know what courses transfer to UW and how they fulfill various requirements?
 - Once you have been admitted to UW and your transfer credits are/have been posted, go to your WyoWeb account and go to “Transfer Evaluation” and “Degree Evaluation.” Contact the Office of the Registrar if you have questions about your transfer evaluation and degree evaluation pages.
 - How you can help the transfer evaluation process go smoothly: You can help expedite the evaluation of your transfer courses by providing detailed course descriptions and/or syllabi. It is wise to keep a file containing at least the syllabi from your courses whether from your previous school or UW.
 - University Studies Program requirements (USP): The Office of the Registrar determines which courses transfer and how they count toward the USP. Requests for substituting previously earned courses/credits to fulfill the USP, must be on the University Studies Petition form and approved by the advisor, the head of the department’s course in question, the college dean’s office, and the associate vice president for Academic Affairs, who is also the University Studies program coordinator. Petitions and other forms are found online at <http://uwadmnweb.uwyo.edu/REGISTRAR/> under the “Students” tab.
 - A&S core requirements: Becky Despain (bdespain@uwyo.edu) in the Center for Advising and Career Services, 222 Knight Hall (766-2398) can determine which transfer credits from schools outside Wyoming will meet the College of A&S Core requirements, especially those identified as “General Transfer” credits. Check the *University Catalog* for more information at <http://uwadmnweb.uwyo.edu/REGISTRAR/bulletin/main.html> about A&S departments and other information to become familiar with your college.
 - Transfer courses in your major: Your department head or advisor will determine if and how the courses fit into your major. For a list of the advisors for transferring students in the College of Arts and Sciences, check <http://www.uwyo.edu/as/current-students/transfer-advisors.html>.
 - Advanced Placement (AP), International Baccalaureate (IB), and CLEP credits: Upon completion of the coursework, a transcript must be sent from the College Board to the UW Admissions Office. Scores accepted by UW are listed in the *University Catalog* and online at <http://uwadmnweb.uwyo.edu/REGISTRAR/bulletin/credit.html>.
 - International transcripts and Study Abroad credits: contact the International Programs Office located in the Cheney International Center, (307) 766-3677. They can assist you and your advisor with courses to be taken while you study abroad and which ones will fulfill graduation requirements. They also will assist in the evaluation of the study abroad transfer credits.

Additional Questions?

- Refer to the University Studies Program Booklet for the USP requirements and more answers to *Frequently Asked Questions* or at <http://uwadmnweb.uwyo.edu/unst/faq/default.asp>.
- If you have questions about the A&S Core and your particular situation, you and your advisor may contact Becky Despain , bdespain@uwyo.edu at 766-2398, 222 Knight Hall.
- The A&S Dean’s Office is located in A&S Building, room 113, 766-4106, asdean@uwyo.edu.