

## **Policy on Transfer Courses for Continuing Students**

*UW Department of Civil & Architectural Engineering*

*Approved by the Faculty: May 2015*

The Civil Engineering and Architectural Engineering programs at UW include several required “core” courses with the prefixes ARE, CE, and ES. UW students majoring in Civil Engineering or Architectural Engineering are expected to take these courses at UW. Continuing students should not plan to substitute these courses with transfer credits from other institutions. This includes online courses and summer courses. It is not acceptable for a student to try to assemble a menu of courses ‘cafeteria-style’ from other institutions for the student’s convenience. Students should not attempt to substitute transfer credit to circumvent the “three-strikes” policy (students may attempt a course only three times).

Transfer credits for continuing students are evaluated on a case-by case basis. When evaluating transfer credits as substitutions for required core courses for continuing students, there must be an exceptional circumstance to warrant consideration. The department’s Curriculum Committee will evaluate and decide on exception requests.

If an exception is granted, and the student takes a required core course at another institution, the student will also be required to demonstrate satisfactory performance. This may include submittal of coursework and exam results, and/or taking the final exam for the equivalent course here at UW. Demonstration of satisfactory performance will be evaluated by the department’s Curriculum Committee.

### Notes:

1. This policy does not apply to new students who are coming to UW with transfer credits.

2. Continuing students may take ES courses at Wyoming Community Colleges.

3. Required “core” courses with the prefixes ARE, CE, and ES are:

- ARE 1600 Architectural Design Studio I
- ARE 2600 Architectural Design Studio II
- ARE 3600 Architectural Design Studio III
- ARE 4600 Architectural Design Studio IV
- ARE 2410 Fundamentals of Building Performance
- ARE 3300 Bldg Elec & Plumbing Systems
- ARE 3400 HVAC of Buildings
- ARE/CE 1000 VISTA Studio I
- ARE/CE 2000 VISTA Studio II
- ARE/CE 3000 VISTA Studio III
- ARE/CE 3200 Structural Analysis I
- ARE/CE 3210 Civil Engineering Materials
- CE 1010 Civil Engineering Tools
- CE 3010 Civil Engineering Design
- ES 2110 Statics
- ES 2120 Dynamics
- ES 2410 Mechanics of Materials
- ES 2310 Thermodynamics
- ES 2330 Fluid Dynamics