Evaluation Process for Domestic Transfer and Non-UM Study Abroad Credits

BEFORE taking transfer/non-UM study abroad courses:

1. Will course transfer to University of Michigan? (in general)
   a. YES – Course is listed on Transfer Equivalencies webpage:
      http://www.ugadmiss.umich.edu/TCE/Public/CT_TCESearch.aspx
   b. Course is NOT listed on Transfer Equivalencies webpage.
      i. Submit Transfer Credit Equivalency (TCE) form for evaluation:
         https://www.ugadmiss.umich.edu/TCE/Student/CT_TCEForm.aspx

2. Will course count toward my major or minor in SOC? (Pre-evaluation)
   a. Review the information on the Sociology website regarding petitioning for transfer equivalency:
      https://lsa.umich.edu/soc/undergraduates/transfer-credit-and-study-abroad/transfer-credit.html
      i. Email soc.advisor@umich.edu to explain your request. Attach a completed petition form and necessary syllabi.
      ii. The Undergraduate Director will review the request and you will be contacted with a determination.

3. Will course count towards distribution? (Pre-evaluation)
   a. Make an appointment with a LSA/CSP general advisor for review of the syllabus.

AFTER completion of the courses:

4. Has course posted on University of Michigan transcript?
   a. Have transfer/study abroad institution send transcript to University of Michigan, Office of Undergraduate Admissions, 1220 SAB, 515 E. Jefferson, Ann Arbor, MI 48109-1316. Posting can take 8-12 weeks!

5. Has course been finalized to count toward major, minor or distribution? (Final evaluation)
   a. Once the credits have posted to the UM transcript, email soc.advisor@umich.edu to let an advisor know. An exception will be noted in your file so that the course officially counts toward the specific requirement and appears according in your audit checklist.

Please Note:
- Transfer/ study abroad credit posted on UM transcript by Undergraduate Admissions or courses listed on TCE web page are NOT automatically approved credit toward the major or minor.
- Approved coursework not counted toward major or minor may be used toward 120 general credits for graduation or for distribution (if approved by a LSA/CSP general advisor).

Important Links:
- Undergrad. Admissions- Transfer Credit: www.admissions.umich.edu/apply/transfer-students/transfer-credit
- LSA Transfer Information & Residency Policy: www.lsa.umich.edu/students/academicsrequirements/academicpolicies/residencepolicyandtransfercredit
- Financial Aid: www.finaid.umich.edu/Home/HowtoApplyforAid/StudentsStudyingAbroad.aspx

Additional Tasks for Non-UM Study Abroad:
- Obtain a registration date for the following term: Visit www.ro.umich.edu and follow the “How to Obtain a Registration Appointment” link.
- Register your travel: www.mcompass.umich.edu/?go=studentregistry
- Purchase Health Insurance: www.uhs.umich.edu/tai/