**Receiving CogSci credit for transfer courses process**

Start here: Has the potential course already been transferred and added to your transcript?

Then ask: Is the potential class already in the Transfer Equivalency Guide?

**If NO**

Then complete **Step A**: initiate the pre-evaluation process*

- **If the course is not approved**
  - The course is not transferrable to University of Michigan and cannot be counted towards CogSci
  - If appeal not approved
    - The course cannot be counted towards CogSci, but may be able to count for other requirements after consulting with other Newman/Departmental advisors

- **If the course is approved**
  - You may submit an appeal via the Course Petition form if you have additional documentation that demonstrates sufficient CogSci content

**If YES**

Then complete **Step B**: submit a transfer course petition to the Weinberg Institute*

- **If the course is not approved**
  - The course is not transferred to University of Michigan and cannot be counted towards CogSci

- **If the course is approved for your track**
  - The course is added to your audit checklist

- **If the course is approved for a different track**

  - Student Services verifies that you have not exceeded your two off-track course maximum

  - The course is added to your audit checklist

**If you have less than two off-track electives**

- The course is added to your audit checklist

- **If you already have two off-track electives**

**If you have two off-track electives**

- **If approved as on-track**
  - The course is added to your audit checklist

- **If approved as off-track**

  - The course cannot be counted towards CogSci, but may be able to count for other requirements after consulting with other Newman/Departmental advisors

**Then submit your transcripts to:**

- Credit Evaluators, Office of Undergraduate Admissions, 300 Student Activities Building, 515 East Jefferson, Ann Arbor, MI 48109-1316
- Electronic copies can be sent to transcripts@umich.edu.

**Important!**

*Step A and Step B may occur simultaneously. However, transfer courses must be approved by BOTH the University of Michigan AND by the Weinberg Institute before receiving CogSci credit.*