

TRANSFER CREDIT RE-EVALUATION REQUEST

State University of New York, College at Oneonta
 Academic Advisement Center
 100 Netzer Administration Building
 Oneonta, New York 13820
 Phone: (607) 436-3390 Fax: (607) 436-3392

Please Print Clearly and Firmly:

	TODAY'S DATE
NAME	STUDENT I.D. NUMBER
LOCAL ADDRESS	LOCAL PHONE NUMBER
CITY	MAJOR(S)
STATE	CONCENTRATION
ZIP	

USE THIS FORM TO REQUEST RE-EVALUATION OF TRANSFER CREDIT

- Use one form per department.
- Attach a copy of the course description and syllabus for each course listed below.
- Bring the form to the appropriate Department for review:
 - Academic Department Chairs review courses for exact equivalencies to Oneonta courses and Upper Division attributes on department courses for the major.
 - Academic Advisement reviews courses for Gen Ed attributes; Liberal Arts Credit; and Upper Division attributes on electives.

List the College the course was completed through:	List the # and Title of the course as listed at your previous college:	What is the course equivalency currently listed on your arrow sheet:	How many credits are listed on your arrow sheet for the course:	List the re-evaluation you are requesting: Course # and Title (attributes) OR Gen Ed Category (attributes)	OFFICE USE: Approval Signatures and Date - AAC or Dept. Chairs
EXAMPLE—re-eval Hudson Valley CC	ARTS 111—Drawing Pt. 2	ARTS 20E	3	ARTS 241—Drawing II (LA, UD)	
EXAMPLE—Gen Ed Hudson Valley CC	SOCL 120—Cultural Diversity	SOCL 261	3	Other World Civ (HO2, LA, UD)	

DEPARTMENT CHAIR / ACADEMIC ADVISEMENT REVIEW

- The transfer course listed above is equivalent to the listed College at Oneonta course. Make this change on Banner so all future students receive the equivalency.
- The change noted is to be made for this student only.
- The re-evaluation requested is not equivalent. The request is denied.

Dept. Chair or AAC Staff Signature	Date
Ed Majors—must obtain Education Dept. Chair Approval in addition to above	Date