

# 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 STATE ZIP | MAJOR(S) CONCENTRATION |

### 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:<br>Course # and Title (attributes)<br>OR<br>Gen Ed Category (attributes) | OFFICE USE:<br>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 |