

**PRE-AUTHORIZATION FOR TRANSFER CREDIT**  
*(External 4 year schools, NJ community colleges, RU- Newark and Camden)*

**Use PEN ONLY**

<b>Name</b>	
<b>Email</b>	
<b>Eng'g Major</b>	
<b>Date</b>	
<b>ID#</b>	
<b>Grad. Yr.</b>	

<b>Reason for taking (check all that apply)</b>	
To get caught up	<input type="checkbox"/>
To get ahead	<input type="checkbox"/>
To graduate after this semester	<input type="checkbox"/>
Other: _____	

→**STUDENT:** Please attach transfer equivalency from [www.njtransfer.org](http://www.njtransfer.org) for NJ county colleges. For other colleges, please attach a course description.

Institution _____			Rutgers Equivalent		
Course #	Course Title and <u>Dates</u>	Credits	Course #	Credits	Online ?
<ul style="list-style-type: none"> <li>• <b>Online Writing, Math, Science, Engineering (STEM) courses are NOT acceptable.</b></li> <li>• <b>Online Psychology and Economics courses are only acceptable to fulfill SOE elective requirements and cannot be used as pre-reqs to upper level courses.</b></li> <li>• <b>Form is invalid if a pre-req is failed or withdrawn.</b></li> <li>• <b>Writing courses cannot be taken during the Winter session.</b></li> <li>• <b>After the course has been completed, the student must request an official transcript from the external institution to be sent to SOE.</b></li> </ul>					

**NOTE TO EXTERNAL INSTITUTION:** We hereby confirm that the student requesting permission to enroll at your institution has either successfully completed the prerequisite for this course or is currently registered for it. Transfer credit is granted upon receipt of an official transcript showing completion of the courses with grades of "C" or better.

You are hereby authorized to take the above course(s) for transfer credit during:

Summer \_\_\_\_\_ Winter \_\_\_\_\_

*Fall _____	*Spring _____
*Dean's Approval _____	

**Authorized Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**\*\*B100 staff, please keep original for file and email scanned copy to the student.\*\***