Transferology Instructions:

Will my courses transfer?

We make exploring your transfer options easy.

1. Create an account.

2. Add some courses.

3. Get results!

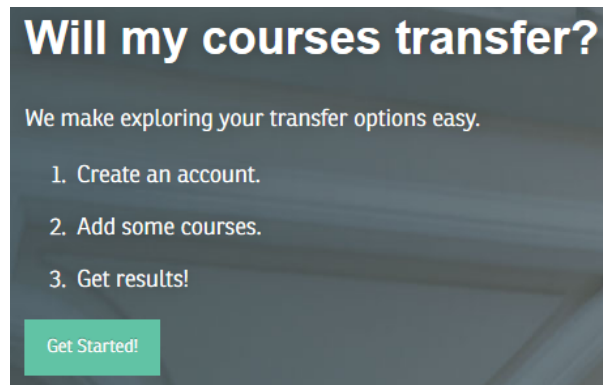Get Started!

In order to use the Transferology website, you need to first **create an account**.

1. Click on the green button that says "Get Started!"
2. You have a few options; either sign in with a Facebook or Google account, or fill out your information to create the new account.

f | Connect with Facebook   **g+ | Connect with Google**

or

Create an account

First and Last Name*

Email*

Password*   minimum 1 number and 1 letter (case sensitive)

Re-enter Password*

Create an account

Sign in

Email*

Password*   (case sensitive)

Sign in ➔

Can't sign in?   * Required

Colorado State University's Transfer Student Center   970-491-1858   transferstudentcenter@colostate.edu

3. Once you have filled out your information, you will automatically be logged in. The first time you will also be provided with a quick tutorial map of what functions are available.

You can always bring these information maps back if you click on the question mark in the upper right corner for Help.

Now that you're logged in, you can create a **Class List** to evaluate.

1. The first step is to find your classes. When you start typing in the name of your school, the program will automatically bring up results. Click on your school when it becomes visible.

   Courses

   | Courses | Standardized Exams | Military Credits |

   School Name

   Colorado State

Colorado State University	(CO)
Colorado State University – Pueblo	(CO)
Western **State Colorado** University	(CO)

   Department

2. Once you have your school, you need to select the date of your credits. This is simply which semester or quarter, and which year.

   | Courses | Standardized Exams | Military Credits |

   School Name

   Colorado State University

   Taken

   Spring   2012

   Department

   Don't see your course listed? Add it yourself.

3. Next, you will need to type in the name of the department of your classes. This is again a matter of typing in part of the name until you see the department in the dropdown options. Once you

see the department you want, click on it in the dropdown.

4. A menu will appear below the search box that will list all of the available courses within that department from that institution. To add one to your account, simply click the blue-green plus sign to the right of the classes.

5. Once you add a class, you will see a green notification box appear to let you know it was added successfully. You will also see it added to the list on the right.

📦 My Stuff ▾   🔔   👤 JS   ✔ MATH125 added

My Courses   🔍 Find schools that accept my coursework

Colorado State University				
MATH125	Numerical Trigonometry	Spring '12	1	🗑

If you happen to accidentally add a class that you didn't want, you can always click on the Trashcan icon to the right of the class under "My Courses." You will be asked to verify if you want to delete the class, and when you click yes you will see a red notification box appear to confirm it was removed.

Remove CHEM1011 from your course list?

OK   Cancel

JS

⚠ CHEM1011 removed

Hours

6.   Continue this process until you have all of your classes.

My Courses   🔍 Find schools that accept my coursework

Colorado State University				
SPCM100	Communication&Popular Culture	Fall '12	3	🗑
SPCM200	Public Speaking	Fall '11	3	🗑
E210	Beginning Creative Writing	Fall '11	3	🗑
E179	Western American Literature	Fall '11	3	🗑
BZ105	Basic Concepts-Plant Life Lab	Fall '12	1	🗑
BZ100	Introduction to Biology	Fall '12	3	🗑
HIST150	U.S. History to 1876	Spring '11	3	🗑
HIST101	Western Civilization, Modern	Spring '12	3	🗑
MATH125	Numerical Trigonometry	Spring '12	1	🗑

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7. If you have attended more than one school, you will end up with a secondary list above the first. Simply repeat the steps in finding the school's name as previously explained in order to continue adding coursework.

My Courses

Q Find schools that accept my coursework

University Of Colorado Boulder				
EBIO1050	Biol-Human Approach Lab	Fall '13	1	🗑
EBIO1030	Biology-Human Approach 1	Fall '13	3	🗑
GEOL1040	Geology of Colorado	Fall '12	3	🗑
GEOL1010	Introduction to Geology	Fall '12	3	🗑
Colorado State University				
SPCM100	Communication&Popular Culture	Fall '12	3	🗑
SPCM200	Public Speaking	Fall '11	3	🗑
E210	Beginning Creative Writing	Fall '11	3	🗑

8. For any credits you can transfer that come from Standardized Exams or Military Credits, simply click on the navigation buttons at the top of the search box to select it. Once you have picked your test or military organization from the dropdown menu, it will show what courses you can add to your class list.

Standardized Exams:

Courses

| Courses | Standardized Exams | Military Credits |

Exam

Choose a standardized test ▼

Year

2014 ▼

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| Courses | Standardized Exams | Military Credits |

Exam

AP- Advanced Placement

Year

2014

Course	Title	Hours	
AP07	United States History	0	✚
AP13	History of Art	0	✚
AP14	Art:Studio Art-Drawing	0	✚

Military Credits:

| Courses | Standardized Exams | Military Credits |

Year

2014

Organization

Choose Military Organization

Courses

| Courses | Standardized Exams | Military Credits |

Year

2014

Organization

Army

Course	Title		Hours
AR-0101-0002	DEPARTMENT OF DEFENSE PEST MANAGEMENT CERTIFICATION (Department of Defense Pest Management)	✚	
AR-0102-0007	ANIMAL CARE SPECIALIST	✚	

9. If you ever want to go back and add credits later, you can go up to "My Stuff" to select either courses or to check your matches again.

📁 My Stuff ▾

| ✚ Courses	15
% Matches	41
⭐ Favorites	1
🗋 Programs	2

7

Now that you have your classes selected in the Transferology website, you can get your credits **evaluated based on their compatibility.**

1. Above your class list, click on the button that says "Find schools that accept my coursework."

2. Again, if this is the first time you have used this feature, the site provides a guide for where everything is.
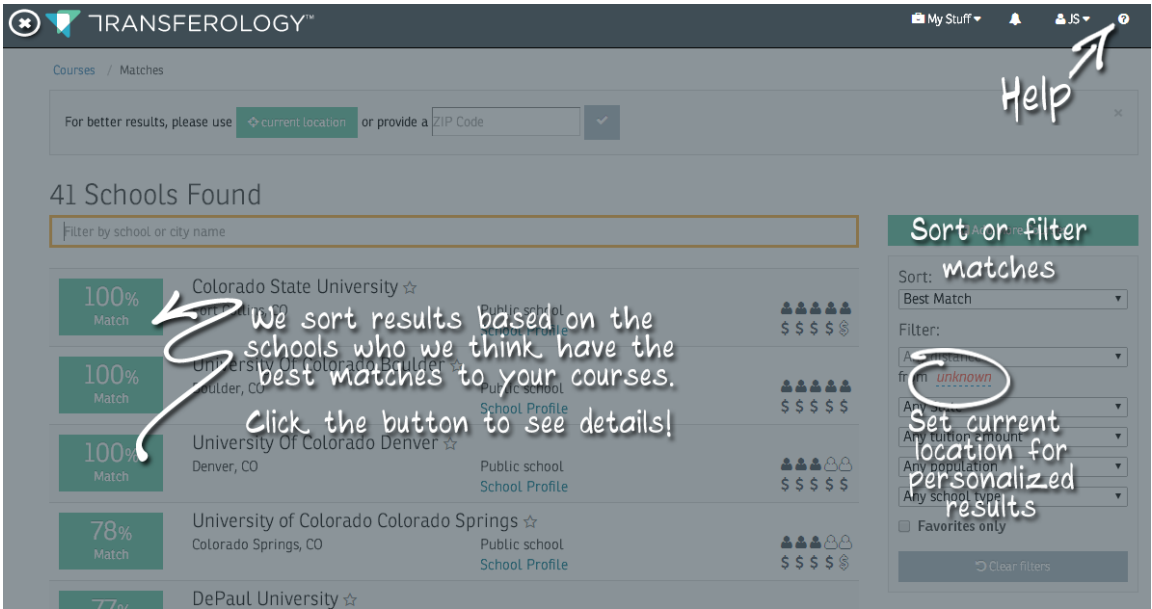
3. In order to select the school you are interested in transferring to, you have a few options. You can select a Zip Code for the area you are looking for; sort by Best Match, Distance, State, Tuition, Population, or School Type; or type in the Name of the institution.

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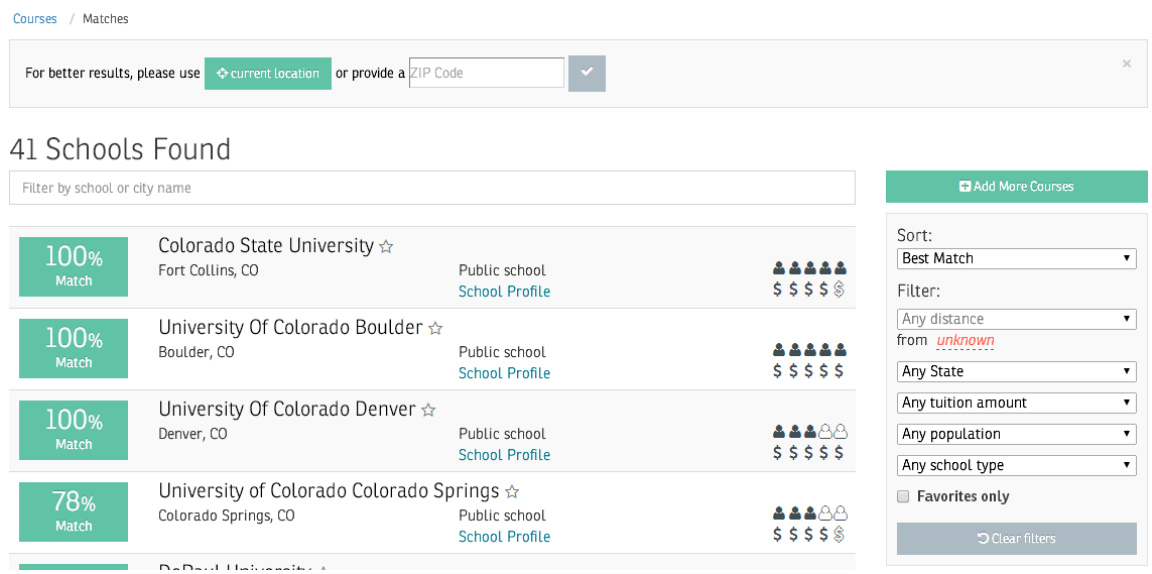
    a.   You can also click the star icon next to the name of schools you are interested in so you can easily relocate them later.

87% Match   Colorado State University ☆
Fort Collins, CO   [Favorite]   Public school
School Profile

87% Match   Colorado State University ⭐
Fort Collins, CO   Public school
School Profile

To view your favorited schools, go up to "My Stuff" to select "Favorites" from the drop down box.

💼 My Stuff ▼

➕ Courses	15
% Matches	41
⭐ Favorites	1
🗋 Programs	2

Favorite Schools

| Colorado State University | School Profile | Programs | View Results | ⭐ |

4.   Once you see the school of your choice listed in the search engine, you can click on the green percentage button to select the school. Additionally, you can select "School Profile" to learn more about the school itself.

Colorado State University ⭐

🛈 About   **🗊 Programs**

About:
Our world-class research in infectious disease, atmospheric science, clean energy technologies, environmental science, and biomedical technology attracted more than $300 million in research funding annually. Our professional programs in veterinary medicine, occupational therapy, journalism, agriculture and construction management are ranked among the nation's best. Colorado State is the "university of choice" for Colorado residents; 30% of all of Colorado's science, math, engineering and technology majors pursue degrees at CSU.
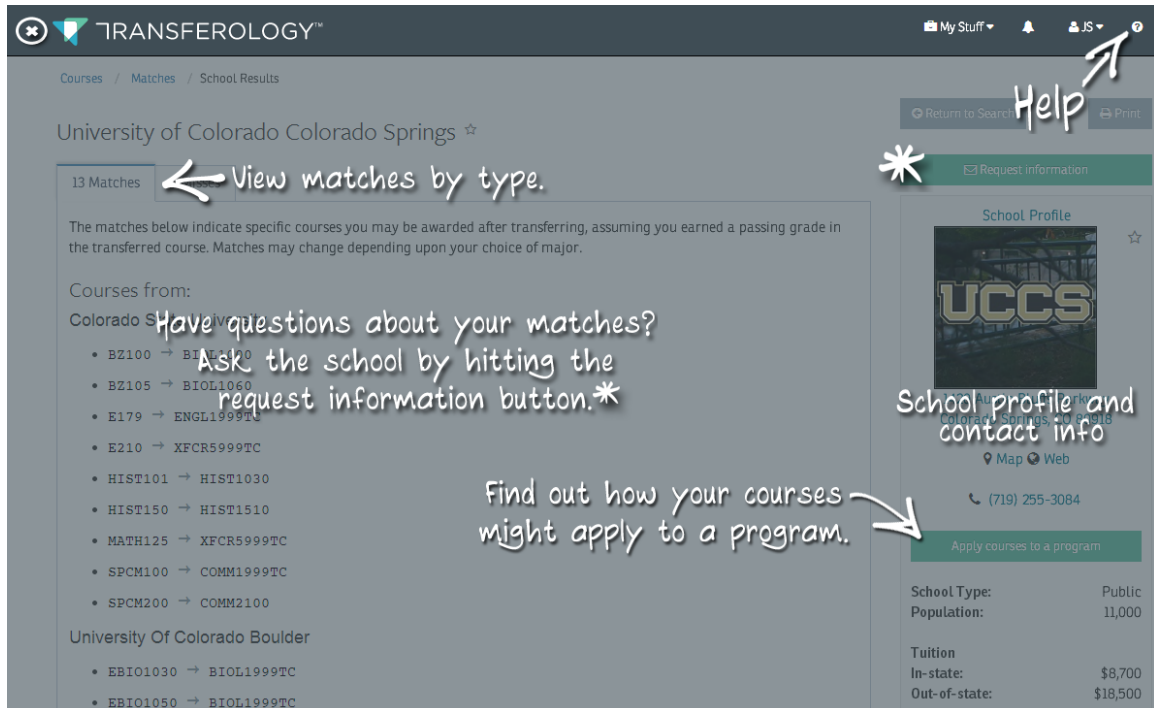
Information Links:
- Admissions Application ⧉
- Financial Aid Information ⧉
- Transfer Information ⧉
- Admission Information ⧉

Awards:
- Bachelors Degree

5. When you click to see the equivalencies of your credits to the new institution, you will again see grayed-out instructions on where everything is.

6. At this point there are two things that you will see; what Matches, and what Misses.

When a course Matches, it means it comes in as that course. The school you are transferring to has a class that actually mimics the class you took, and so can give you credit for their own class.

When a course Misses, or does not Match, there are a few possibilities as to why. The first is that your class isn't close enough to be given credit for a specific course, but they still transfer in however many credits from that department at that level, giving you Elective Credit. This can fit

into almost any part of your degree and is applied to your minimum 120 credits to graduate with. The only times an elective doesn't help is if you need a prerequisite for another course, or a number-specific course for your program. Sometimes, the class you took at one school has no match at all to the school you are transferring to, and therefore cannot transfer at all. This will also be true for classes below a 100/1000 level (remedial courses do not transfer). The third possibility is that you do not have an additional requirement according to the new school; this can include a lab to a class that is listed separately.

The Transferology page will explain what is going on with each class, and provide you with the contact information of the school so you can submit a request for information.

Please note that you can always Request information to contact the institution you want to transfer to in order to find out more about the situation based on certain credits.

Now that we know how to check which schools will accept your classes, let's look at checking how those courses will affect your **degree plan**.

1. When looking at the institution you're interested in applying to, go to the right and select the Apply courses to a program button.

   Apply courses to a program
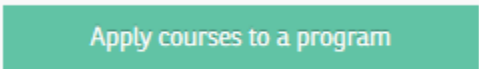
2. You will be presented with a list of all of the degrees available at that institution, and each listed degree is a link. Simply click on the link of the program that you are interested in pursuing.

   About   **Programs**

   Enter Program Name

   - BA in Anthropology
   - BA in Biochemistry
   - BA in Biochemistry – Secondary Education   (tooltip: BA in Anthropology)
   - BA in Biology – Elementary Education
   - BA in Biology – Secondary Education
   - BA in Biology – Special Education
   - BA in Chemistry
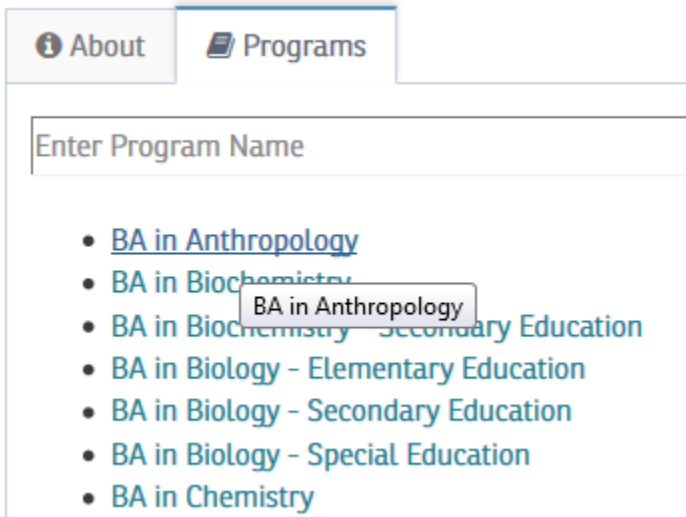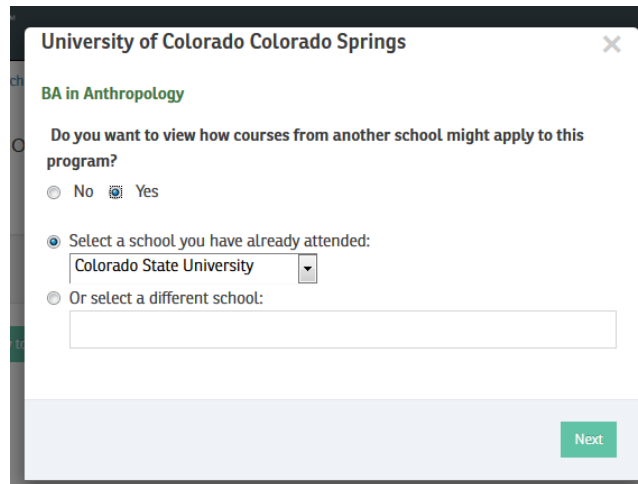
3. Once you select your degree, you will have an option of seeing if the school lists any information about the program itself. If you are still interested, go ahead and click the See how your courses might apply to this program button.

   BA in Anthropology

   Program Note:

   See how your courses might apply to this program
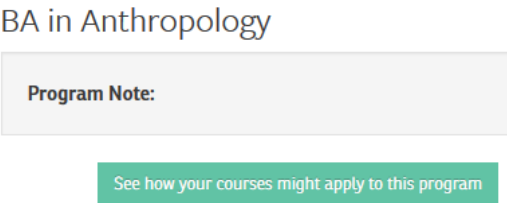
4. You will be asked to confirm if you want to run a degree plan check with your listed courses.

   University of Colorado Colorado Springs   ✕

   BA in Anthropology

   Do you want to view how courses from another school might apply to this program?

   ⦿ No ⚪ Yes
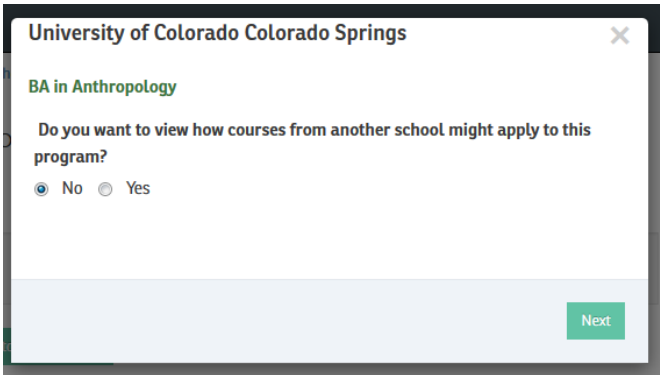
   Next

When you select Yes, you will be prompted to provide some additional academic information. Once you are done, click Next. You will be asked to verify your understanding of the equivalency check being based on the assumption that all coursework is of a passable grade. Check the box and hit Go to run the degree plan.

University of Colorado Colorado Springs   ✕

BA in Anthropology

  Do you want to view how courses from another school might apply to this program?
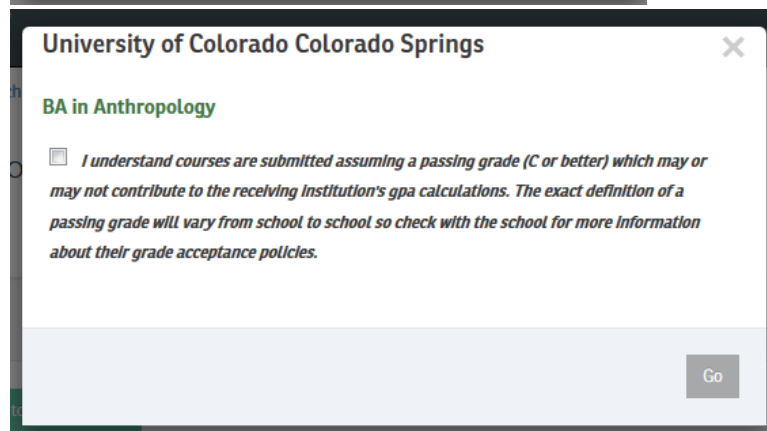
  ○ No   ◉ Yes

  ◉ Select a school you have already attended:
      Colorado State University   ▾
  ○ Or select a different school:
      [   ]

                                                                    [Next]

University of Colorado Colorado Springs   ✕

BA in Anthropology

  ☐ *I understand courses are submitted assuming a passing grade (C or better) which may or may not contribute to the receiving institution's gpa calculations. The exact definition of a passing grade will vary from school to school so check with the school for more information about their grade acceptance policies.*

                                                                    [Go]

5. Once your degree plan report has been submitted, a small green notification box will appear to confirm that your request has gone through.

👤 JS

✓ **Success**

BA in Anthropology program requested from University of Colorado Colorado Springs, click here to view when it is ready.

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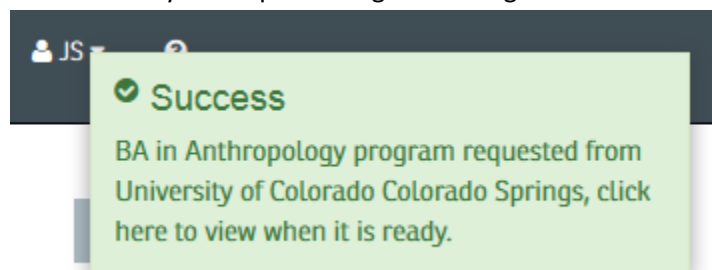
6. In order to view the report, you will click on My Stuff at the top of the window, and from the dropdown select Programs.

My Stuff ▾	
+ Courses	13
% Matches	41
★ Favorites	0
🗋 Programs	1
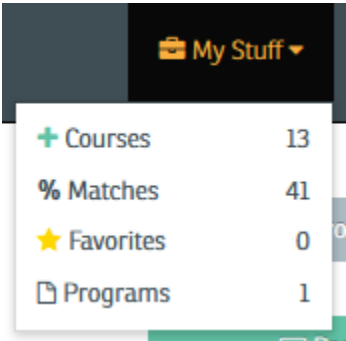
The page you will be taken to will show all of your program requests, which also demonstrates your capability to do several program requests with different degree programs and institutions.

Program Requests

Time	Program	School	Viewing Other Courses From	Status	✉	🗑
4/14/14 12:05 PM	BA in Anthropology	University of Colorado Colorado Springs	Colorado State University	✔	✉	🗑

There are several points of interest to see on this page.

The blue program link is what you click to actually see your results. It will tell you which school you are viewing, as well as its status.

If it is ready to view, you will see the green checkmark. Wait until you see this checkmark before trying to view your results; if it gives a percentage, it means it is still processing the request and is not ready to show the information yet.

You may also email the results to the transfer office of the institution to get more information, or delete the program request by clicking on the corresponding icons (the envelope or the trash can).

Email Program   ✕

To*   transfer@uccs.edu

CC

☐ Send copy to me

Subject   Program for JS – Submitted to UCCS for degree BA in
           Anthropology

Additional
message

                                                                    Send Program
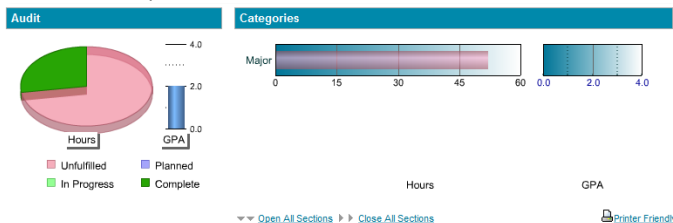
Are you sure you wish to delete the selected program request?

                                OK   Cancel

7. When viewing your results, you will see what is called a degree audit report (DARS). It will show
   you precisely which areas your credits will affect, and what areas for that program you would
   still need to complete.

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Audit	Categories

Major

0	15	30	45	60	0.0	2.0	4.0

Hours   GPA

Unfulfilled   Planned
In Progress   Complete

Hours   GPA

Open All Sections ▶ ▶ Close All Sections   Printer Friendly

While every effort is made to provide accurate and current information, University of Colorado reserves the right to modify course equivalencies without notice. It is the responsibility of the student to meet and satisfy all university and program requirements applicable at the time of his/her enrollment.
TRANSFER EQUIVALENT COURSES COMPLETED YEAR/TERM: SP14
TAKEN AT: COLORADO STATE UNIVERSITY

AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED

✗ **Letters, Arts & Sciences – General Information**

     EARNED: 33.0 HOURS
  --> NEEDS: 87.0 HOURS

  - *1) MINIMUM HOURS*
     A minimum of 120 applicable hours (excluding courses under "Work Not Applied") is required.
        33.0 HOURS ADDED

SP11 HIST1510	3.0 T	US: Birth of Nation
		CO-CSU : HIST150
FA11 COMM2100	3.0 T	Public Speaking
		CO-CSU : SPCM200
FA11 ENGL1999TC	3.0 T	Western American Literature
		CO-CSU : E 179
FA11 XFCR1999TC	3.0 T	>R Beginning Creative Writing
		CO-CSU : E 210
SP12 HIST1030	3.0 T	Early Modern Europe
		CO-CSU : HIST101
SP12 XFCR1999TC	1.0 T	>R Numerical Trigonometry
		CO-CSU : MATH125
FA12 BIOL1000	3.0 T	Biol In The Modern World
		CO-CSU : BZ 100

✔ Letters, Arts & Sciences - Anthropology Restrictions

   + *1) ANTHROPOLOGY MAJOR HOURS RESTRICTIONS*
      No more than 54 hours of Anthropology (ANTH) hours may apply towards the degree.
        NEEDS: 54.0 HOURS

   + *2) INDEPENDENT STUDY COURSE RESTRICTIONS - MAJOR*
      No more than 8 hours of Independent Study Anthropology courses may apply towards the degree.

✗ Letters, Arts & Sciences - Anthropology Required Courses

      1) ANTHROPOLOGY REQUIRED COURSES
         Complete all courses and requirements listed below. All courses must be completed with a grade of "C" or better.

   - *2) ANTH 1020 Introduction to Archaeology*

   - *3) ANTH 1030 Introduction to Human Origins*

   - *4) ANTH 1040 Introduction to Cultural Anthropology*

   - *5) ANTH 2800 The Nature of Language*
        Prerequisite: ANTH 1040 or sophomore standing

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8. Once you have this degree audit, you can communicate more effectively with an academic advisor about classes you still need to take, class schedules, and additional program requirements.

   You can always contact our Center for Advising and Student Achievement for academic advising as an incoming student (www.casa.colostate.edu; 970-491-7095), or contact your department of choice for the contact information for one of their academic advisors.

We would like to note that Transferology.com is a third-party site that includes many, but not all schools that can transfer credits to Colorado State University. The most important thing is to make sure that your school *is regionally accredited*.

If your school is not listed with Transferology, or if you have any questions about the equivalencies listed with Transferology, please contact Colorado State University's Transfer Student Center for more options on checking class equivalencies.

http://admissions.colostate.edu/transfer; 970-491-1858; transferstudentcenter@colostate.edu