

# Transfer Credit Guidelines for Current UCSB Students

The following information is presented as a guide for current UCSB students considering enrolling in courses outside of UCSB. This information is meant to assist you through the process of transferring credit to UCSB. If you have general questions regarding transfer credit that are not covered in this document, please email [admissions@sa.ucsb.edu](mailto:admissions@sa.ucsb.edu) and put 'Credit Memo' in the subject line.

## Initial Considerations

UCSB **does not pre-approve** coursework. The Office of Admissions determines transferability **after** you submit an official transcript with the course(s) and grade(s) posted. While you can contact your College Advising Office or Department Advisor prior to enrolling in a course, the final decision rests with the Office of Admissions **after** your official transcript is received. **In other words, you cannot have complete assurance that your outside coursework will transfer.**

The college or university you attend must be accredited by a US regional accreditation agency, such as WASC.

## Selecting Courses

- › The course(s) you complete must not duplicate any coursework you have already completed at UCSB or any other collegiate institution.
- › Credit will not be allowed for any math, chemistry or foreign language course that is less advanced than a course you have already completed.
- › The course(s) you take must be academic in nature and cover the same depth and breadth as courses offered in the University of California system. For example, UCSB will not award credit for a lower division marketing course, since the University of California does not offer marketing courses at the lower division level.
- › Upper division credit for transfer courses will only be awarded if the official transcript posted the coursework as such.
- › Lower division unit limitation: A maximum of 105 lower division quarter units (70 semester units) from non-UC colleges or universities will transfer to UC. Subject credit will be awarded for all transferable courses beyond the unit maximum.
- › Each course posted on the transcript must be listed and described in the college's catalog for the academic year in which the course was taken.
- › Courses in traditional academic disciplines (science, literature, humanities and social sciences) are generally transferable. The following types of courses are not transferable:
  - › Courses that are vocational, technical or professional in nature (e.g., advertising, real estate)
  - › Remedial Courses (e.g., intermediate algebra)
  - › Personal enrichment (e.g., how to use your personal computer)
- › ELWR: If you are planning to take a course that may satisfy GE areas A-1 or A-2, the ELWR requirement **MUST** be satisfied at UCSB prior to taking the course.

## Timing & Petitions

### Concurrent Enrollment:

If you are taking a course during the summer term, you do not need permission to take a course outside of UCSB.

If you are a current UCSB student taking a course during a regular term (fall, winter, spring) you must obtain written approval from your College in the form of a Concurrent Enrollment Petition prior to enrolling in the course.

If an approved Concurrent Enrollment Petition is not on file, you WILL NOT receive credit for the course.

The Office of Admissions only determines if a course is transferable to UCSB. The Office of Admissions does not determine if a course meets major requirements or GE requirements.

**UC Extension:**

If you are taking courses through a University of California Extension program, you MUST obtain an approved Extension Petition from your College. This includes UCSB Extension courses. Please note that only courses numbered 1-199 at UC Extension will transfer to UCSB for degree credit.

**Repeating University of California Coursework:**

Please note that courses taken at the University of California can only be repeated at the University of California. You must have the appropriate repeat petition on file in order to receive credit. Only courses graded "C-" or lower may be repeated.

**After you Complete the Course(s)**

You must submit an official transcript from the institution you attended to the Office of Admissions.

Retain all notes, exams, essays and syllabi, as sometimes it is necessary to review these for course credit.

**Resources**

- › [Assist.org](#) is an online tool that can help you if you plan to take courses at a California Community College. You can use this tool to find what courses will transfer to the University of California, which courses satisfy general education requirements and which courses fulfill major preparation requirements.
- › [UCSB Office of Admissions Guide to Course Transferability](#) While this document is intended for prospective students, it may assist you in selecting transferable courses from other institutions
- › [UCSB General Catalog](#)
- › [UCSB College of Letters and Science Guide to Transferring Credit](#)