Intra-University Transfer

Advising Guide
2009-2010

Undergraduate students wishing to transfer to the College of Engineering and Applied Science from another college or school on the Boulder campus must do so through the Intra-University Transfer (IUT) process. All IUT applicants to this College are considered for admission on the basis of specified criteria which are applied in a uniform manner. This College reserves the right to revise the IUT application process or admissions criteria whenever it finds necessary.

Information Sessions. For interested students, the College offers IUT information sessions on the following dates (all sessions held in ECAD 100 Clark Conference Room, at east end of Engineering Center Lobby, except for August 21, 2009):

August 21, 2009 at 9:00am in ECCR 265
September 10, 2009 at 12:00noon
September 24, 2009 at 4:00pm
October 20, 2009 at 4:00pm
October 28, 2009 at 12:00noon
December 3, 2009 at 4:00pm
February 10, 2010 at 4:00pm
March 5, 2010 at 12:00noon
March 16, 2010 at 4:00pm

When Am I Eligible to Apply? It depends!** The following applies to most students. Generally, students apply for IUT admission during the semester in which they will be completing their second semester of calculus and second semester of physics and/or chemistry. IUT applicants are required to complete two semesters of college calculus and two semesters of a laboratory science course (college chemistry and/or calculus-based physics). Individual grades in each of these courses should be at least C- (ASEN major requires a grade of at least C for pre-requisites). It is important that advance planning be done for these course requirements; consult the curriculum guide of the intended major when planning course selection and sequences. These courses in chemistry and/or physics are required for an IUT transfer, irrespective of intended major degree requirements. For example, students would apply when they have completed APPM 1350 (or MATH 1300) and are enrolled in APPM 1360 (or MATH 2300). For the appropriate science, a combination of PHYS 1110 and CHEM 1111, or PHYS 1110 and PHYS 1120, or CHEM 1111 + CHEM 1131 is appropriate. See "CU-Boulder Course Selection" on verso for more details about choice of courses.

**EXCEPTION: Students who never previously applied to the College of Engineering and Applied Science at CU-Boulder may apply for admission if the semester admitted would occur within 18 months of their high school graduation date, as long as: 1) the student's high school academic record meets the current Guaranteed Admission for Colorado Resident Freshmen criteria, 2) the CU-Boulder cumulative GPA is at least 3.100, and 3) no grades earned at CU-Boulder are below C-. In addition, if a student has established a CU-Boulder technical GPA, this GPA must be at least 2.500 (or 3.000 for admittance to enrollment limited majors). All application deadlines as described above apply. Students applying in this category must attach a photocopy of their high school transcript, and a photocopy of all ACT and SAT test score reports, to their IUT application.

Rules of the College require that the last 45 semester credit hours used to fulfill degree requirements must be taken as a regular degree student in the College of Engineering on the Boulder campus. Consequently, IUT applications may not be accepted from applicants with less than 45 semester credit hours remaining in engineering degree requirements unless there is a written agreement that the student will complete 45 hours in this College and this will require the student to take coursework beyond minimum degree requirements. The College in-residence credit requirement may not be waived by petition or appeal.

All IUT applicants are required to know and abide by College and University policies as detailed in the University Catalog and on the College's Advising web site at http://engineering.colorado.edu/students/advising.htm. An accepted student's degree requirements are dictated by policy in effect at the time of matriculation into this College, not when he/she entered the University.

Application Process and Deadlines. The IUT application form must be obtained from and returned to the Dean's Office (ECAD 100). Deadlines for submitting the IUT applications are **November 1** (for students completing at least 12 credits during the Fall semester, to be considered for Spring semester admittance), **April 1** (for students enrolled in at least 12 credits during the Spring semester, to be considered for Fall semester admittance), or **August 1** (for students enrolled in at least 6 credits during the Summer term, to be considered for Fall semester admittance). Applicants must be full-time students (at least 12 credit hours during the Fall or Spring semester, or 6 hours during the Summer term) when they apply and while the application is being considered. It is the applicant's responsibility to ensure that the application form is submitted prior to the deadline date and that this form accurately documents all of the applicant's academic record. Once submitted, an IUT application may not be withdrawn.

Students who apply by November 1 receive decisions in early January, following the posting of Fall semester grades. **Students who apply by April 1 receive decisions in late May**, following the posting of Spring semester grades. Typically, IUT applications are reviewed twice a year following each semester. However, students who are enrolled in at least 6 CU-Boulder credit hours in summer may submit their applications by August 1 and must specifically request to be reviewed following posting of all Summer term grades. **Students who apply by August 1 receive decisions in mid-August**, following the posting of Summer term grades. Accepted students matriculate in the College in either the Fall or Spring semester.

Admissions Criteria

. Admissions criteria are established on the basis of our interest in admitting students who will be successful in our undergraduate degree programs and will be competent professionals in an engineering career. Specifically:

- **Two CU-Boulder GPAs, cumulative and technical**, are both to be satisfied with a minimum of 2.500 for admission to the College of Engineering and Applied Science. The technical GPA will be calculated on selected courses in the following categories: APPM, CHEM, MATH, MCDB, PHYS, and other technical courses taken from the College of Engineering and Applied Science. **Only CU-Boulder campus coursework will be used in these computations, not coursework from any other CU campuses.**
- **To guarantee admission to an enrollment limited major, a CU-Boulder technical GPA of 3.000 is required. These majors currently include: ASEN, CBEN, CHEN, and MCEN.**
- If a course was repeated at CU-Boulder, only the highest grade will be calculated in the College calculated GPAs (repeated courses must have the identical course prefix and number, and cannot be repeated more than one time, to qualify for this College GPA exclusion).
- Any grades earned prior to ten years from the date of IUT application will not be considered in the GPA calculator.

Admissions Decisions

. The College will make one of the following decisions concerning IUT applicants:

ADMIT- The applicant is admitted to this College as a full-time undergraduate student. If the applicant's top choice(s) of major is enrollment limited due to high demand and his/her academic record does not support direct admission into that major, the applicant must choose another major or forfeit entry into the College.

REFUSE - The applicant is refused admission to this College. Once refused, the applicant may continue in engineering courses for the following semester and then be automatically considered for IUT admission a second time**. If not admitted this second time, no additional engineering courses may be taken (unless for a minor) and the student cannot apply to this College in the future.**

The College may decide to defer the admit or refuse decision. This option is allowed only if documented external events have negatively impacted the applicant during the semester in which the IUT application was processed, e.g., extended medical care throughout the semester or a family emergency with considerable time away from school.

Engineering Major

. IUT applicants must select a major from one of the 12 degree programs at http://engineering.colorado.edu/academics/undergrad.htm (excluding OPEN Option).

CU-Boulder Course Selection

. Students who enroll in the two required calculus + two required appropriate science courses are eligible to apply for the IUT into this College. If a student wishes to consider enrolling in additional courses, please refer to SAMPLE CURRICULA on "Advising Guides by Major" at http://engineering.colorado.edu/students/advising.htm

Selected engineering department courses are open to enrollment by non-engineering students on a space-available basis. Contact the appropriate academic department for course enrollment information. For specific course selection and course approval questions, go to the department office of your intended engineering major.

Other courses may be selected to fulfill degree requirements in the humanities or social sciences and to meet MAPS requirements. See the College of Engineering Humanities and Social Sciences degree requirements at http://engineering.colorado.edu/HOMER/Fall2007.htm, and College of Engineering MAPS requirements at http://www.colorado.edu/prospective/freshman/admission/maps.html

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Note for CBEN, CHEN, and EVEN applicants. If the student's schedule permits, the IUT applicant may consider enrolling in CHEN 1211-3 and CHEM 1221-2 (General Chemistry for Engineers with laboratory), but only during the Spring semester. Alternatively, IUT applicants may substitute both CHEM 1111 (General Chemistry 1) and CHEM 1131 (General Chemistry 2) for this degree requirement.

Note for Double Degree applicants. If you are planning to add a major in this College to another major in another College/School at CU-Boulder, students must satisfy curricula for both programs and complete a minimum of 30 additional semester credit hours above and beyond the largest minimum credit hour requirement. Typically, this means the students must complete a minimum of 158 credit hours (128 for engineering + 30).