

Welcome to the University of Maryland! The following will provide you with additional information regarding the transfer of domestic transfer courses to the University of Maryland.

**1. Upon completion of ALL courses at your previous institution, have your final official transcript sent to:**

University of Maryland  
Office of the Registrar  
1113 Clarence M. Mitchell, Jr. Building  
College Park, MD 20742

**2. Visit Testudo (<http://www.testudo.umd.edu>) to view your transfer courses on your UMD unofficial transcript.**

For missing or incorrect transfer courses on your record, email [registrar-help@umd.edu](mailto:registrar-help@umd.edu).

**3. Determine which courses are accepted by UMD.**

Transfer Credit Services (TCS) **oversees** the process by which courses are evaluated for **acceptability** by UMD. The academic department administering the course content completes the transfer course evaluations.

➤ **Transfer Courses – Evaluated for Acceptability**

Notations on your UMD unofficial transcript that indicate courses have been evaluated for acceptability at UMD:

1. The course has a **direct UMD equivalency**;
2. the course has no direct equivalency, but has a **General Education (GenEd)** code;
3. the course has no direct equivalency, but it is a **general elective (code: L1 or L2)**; and/or
4. the course has been awarded **No Credit**, which means it is **NOT acceptable** at UMD.

➤ **Transfer Courses – NOT Evaluated for Acceptability**

Ways to identify courses on your UMD unofficial transcript that have not yet been evaluated:

1. There is **no notation** next to the course; or
2. a notation of **"Needs Syllabus" (NS)** appears as a footnote under the course. This means a detailed syllabus is needed for the transfer course to be evaluated.
3. a notation of **"Pending Evaluation" (PE)** appears as a footnote under the course. This means the course has been sent to the appropriate department for evaluation (this notation may change to NS).
4. a course has been marked as **No Credit**, with a notation of **NS** appearing as a footnote. This means a detailed syllabus is needed to further review of the course for acceptability. If the course is deemed acceptable for transfer, credit will be awarded for the course.

For more information, click the **footnote** on your UMD unofficial transcript.

➤ **NOTE:** Some of your transfer courses may have already been **evaluated for acceptability** as a **general elective (code: L1 or L2)**, but also have a footnote notation of **NS or PE** listed under the course. This means the course is acceptable for transfer to UMD, but further evaluation may be requested to determine if the course is acceptable as a direct equivalency or GenEd.

**4. Request a transfer course evaluation for acceptability.**

Detailed instructions can be found at: <http://www.transfercredit.umd.edu/tceval.html>

Be mindful that the submission of all required materials can impact the time it takes to complete your evaluation.

**5. Determine applicability of transfer courses toward degree requirements.**

You will **work with your advising college** to determine how your transfer courses apply toward your degree

requirements (General Education requirements, specific major requirements, and total credits needed to graduate).

**Note: a course must be acceptable by UMD before it can be applicable toward degree requirements.**

Welcome to the University of Maryland! The following will provide you with additional information regarding the transfer of international transfer courses to the University of Maryland.

1. Upon completion of ALL courses at your previous institution, have your final official international transcript sent to:

University of Maryland  
 Office of Undergraduate Admissions  
 Clarence M. Mitchell, Jr. Building  
 College Park, MD 20742

2. Visit Testudo (<http://www.testudo.umd.edu>) to view your transfer courses on your UMD unofficial transcript.

3. International transfer courses NOT POSTED to your UMD record

The Office of Undergraduate Admission must first complete an initial review of your transcript. Once the review is completed, Transfer Credit Services will notify you via email that your international course work has been posted.

4. International transfer courses POSTED to your UMD record

Transfer Credit Services (TCS) **oversees** the process by which courses are evaluated for acceptability by UMD. The academic department administering the course content completes the transfer course evaluations.

➤ **Transfer Courses – Evaluated for Acceptability**

Notations on your UMD unofficial transcript that indicate courses have been evaluated for acceptability at UMD:

1. The course has a **direct UMD equivalency**;
2. the course has no direct equivalency, but has a **General Education (GenEd)** code;
3. the course has no direct equivalency, but it is a **general elective (code: L1 or L2)**; and/or
4. the course has been awarded **No Credit**, which means it is **NOT acceptable** at UMD.

➤ **Transfer Courses – NOT Evaluated for Acceptability**

Ways to identify courses on your UMD unofficial transcript that have not yet been evaluated:

1. There is **no notation** next to the course; or
2. a notation of "**Needs Syllabus**" (**NS**) appears as a footnote under the course. This means a detailed syllabus is needed for the transfer course to be evaluated.
3. a notation of "**Pending Evaluation**" (**PE**) appears as a footnote under the course. This means the course has been sent to the appropriate department for evaluation (this notation may change to NS).
4. a course has been marked as **No Credit**, with a notation of **NS** appearing as a footnote. This means a detailed syllabus is needed to further review of the course for acceptability. If the course is deemed acceptable for transfer, credit will be awarded for the course.

For more information, click the footnote on your UMD unofficial transcript.

- **NOTE:** Some of your transfer courses may have already been evaluated for acceptability as a **general elective (code: L1 or L2)**, but also have a footnote notation of **NS or PE** listed under the course. This means the course is acceptable for transfer to UMD, but further evaluation may be requested to determine if the course is acceptable as a direct equivalency or GenEd.

5. **Request a transfer course evaluation for acceptability.**

Detailed instructions can be found at: <http://www.transfercredit.umd.edu/tceval.html>

Be mindful that the submission of all required materials can impact the time it takes to complete your evaluation.

6. **Determine applicability of transfer courses toward degree requirements.**

You will work with your advising college to determine how your transfer courses apply toward your degree requirements (General Education requirements, specific major requirements, and total credits needed to graduate).

**Note: a course must be acceptable by UMD before it can be applicable toward degree requirements.**

For additional questions, please refer to the Transfer Credit Services website: [www.transfercredit.umd.edu](http://www.transfercredit.umd.edu).

For missing or incorrect international transfer courses on your record, email [transfercredit@umd.edu](mailto:transfercredit@umd.edu).