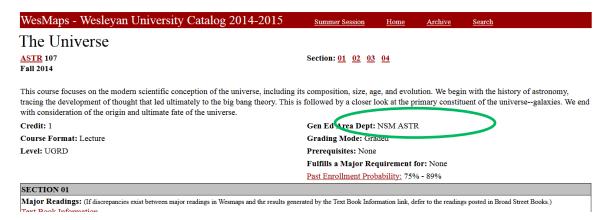
## What you should do...

- Obtain your **Transfer Credit Evaluation for General Education Equivalency** form from your class dean. Courses that already have been approved for transfer will appear on the form. To the right of the transfer courses, use WesMaps to list the courses from the Wesleyan curriculum that most closely match those from your previous institution. Be sure to include the Subject, Catalog Number, and Title of each Wesleyan course. For less obvious matches, be prepared to provide documentation (e.g. course catalog description, syllabus) to justify the match that has been made. Partial credit courses can be listed. Questions regarding the appropriate matches of transfer courses should be directed to your class dean.
- For each Wesleyan course you have identified as an equivalent to a transfer course, use the next two columns to identify the GenEd Area and GenEd department. Note that most, but not all courses at Wesleyan count for General Education. If you cannot find a Wesleyan equivalent for a transfer course or if the course you have identified as an equivalent does not have a GenEd designation, then you will not be able to get GenEd credit for the course.



- For courses that are not yet appearing on your academic history, you may record equivalencies on page 2 of your report. Be sure to list the transfer course information in the left column (gray boxes), followed by the Wesleyan Equivalent Course and the GenEd information.
- Submit the completed **Transfer Credit Evaluation for General Education Equivalency** form to your class dean.
- An update of your General Education Report, which tracks your progress towards fulfilling the General Education Expectations, will be in the Academic Career bucket of your portfolio. TIP: You only need to record equivalencies for enough courses to fulfill the GenEd Expectations. It is not necessary to assign a course equivalency to every course you took at your other school. To satisfy the GenEd Expectations, you will need two courses from different departments/programs in each of the three areas (HA, NSM,

SBS) for Stage 1 compliance, and one additional course credit in any department in each of the three areas for Stage 2 compliance.