

New Brunswick School of Arts and Sciences

Criteria for Admission: Admission to the School of Arts and Sciences (SAS), Rutgers University-New Brunswick is competitive and the GPA criteria is firm. Therefore, carefully read the SAS admission criteria outlined below to learn how your application will be reviewed and if admitted, what SAS academic policies and practices will be applied.

IMPORTANT : There are three parts to this document:

Part I - Pertains to current Rutgers University-New Brunswick students

Part II - Pertains to current Rutgers University-Camden and Rutgers University-Newark students

Part III - Pertains to ALL students

It is the student's responsibility to be familiar with all relevant information.

Part I - Students applying from Rutgers University - New Brunswick Professional Schools (Mason Gross School of the Arts, School of Engineering, School of Environmental and Biological Sciences, School of Nursing, Ernest Mario School of Pharmacy, and Rutgers Business School – New Brunswick.)

- *Students from Edward J. Bloustein School of Planning and Public Policy, School of Management and Labor Relations (SMLR), and Rutgers University Division of Continuing Studies are NOT eligible to apply for a school-to-school transfer to SAS.*

A. Residence:

- **Transfer Eligibility:** Students applying from one of the Rutgers University - New Brunswick professional schools (School of Nursing, Mason Gross School of the Arts, School of Engineering, School of Environmental and Biological Sciences, Rutgers Business School-New Brunswick or Ernest Mario School of Pharmacy) must have completed **12 graded degree credits** (excluding remedial courses) at Rutgers University-New Brunswick **by the end of the semester** in which they are submitting their transfer application
- **SAS Graduation Residency:** In order to graduate from SAS, students must earn 30 of their last 42 credits while registered in classes offered by Rutgers-New Brunswick. In addition, all admitted SAS students must register for a minimum of one full-time semester before being eligible to graduate.

- **Second-Degree Candidates:** School-to-school transfer is not open to second-degree candidates. For more information:
<http://sasundergrad.rutgers.edu/forms/second-degree-course-registration-request>
- **Disciplinary Status:** Students must indicate on their application if they are currently under review for a disciplinary action, judicial sanction, or a violation of the academic integrity policy at their present school. Students do not need to indicate actions taken solely for poor grades.

B. Grade-Point Average:

- **Minimum Cumulative GPA:** Students applying from one of the professional schools (School of Nursing, School of Environmental and Biological Sciences, Mason Gross School of the Arts, School of Engineering, Ernest Mario School of Pharmacy, or Rutgers Business School – New Brunswick) must have a cumulative grade-point average of at least **2.000** at Rutgers University-New Brunswick by the **end** of the semester in which they are applying.*

***Please note: The GPA used for admission may vary from the GPA shown on your transcript due to application of SAS credit and grading policies. See below.**

Transcript Review: All previously earned credits will be reviewed in compliance with the School of Arts and Sciences academic policies. Students should be aware that the School of Arts and Sciences may decline credits that were previously approved by their present school and/or adjust pass/no credit and repeated course grades in accordance with SAS policy. Below are some common examples of transcript adjustments:

- Example #1: SAS does not award credit for college-level algebra courses; therefore, credit for algebra courses will be removed for all students transferring into SAS.
- Example #2: SAS does not award credit for elementary foreign languages if the student has studied the same language in high school for two years; therefore, credit for elementary languages may be removed.
- Example #3. SAS does not consider any composition course taken while in high school to be equivalent to Expository Writing. You will receive elective credit only for such a course.

- **Missing Grades:** Grades of NG, TF, TZ, or INC will be calculated into the cumulative GPA as “F” for the purposes of determining admission. Students are expected to have completed all coursework and be issued final grades by the end of the semester in which they apply.

C. Coursework:

- **Writing:** All students must have completed Expository Writing (01:355:101) or an acceptable equivalent course with a grade of “C” or better by the end of the semester in which they are applying.

Please note: Our transfer policies are such that we may not give the equivalent of Expository Writing, even if your current school did. For example, we do NOT accept transferred composition courses taken in high school or after matriculation at a Rutgers school. Exceptions to this policy may be possible-write to schooltoschool@sas.rutgers.edu

- **Foreign Language:** All students must have completed at least two years of one foreign language in high school (or one year in college).

Students may not earn or transfer credit for elementary level courses if they studied the same foreign language for two or more years in high school. Admitted students will have their credit totals adjusted appropriately.

- **Major and Minor declaration:** All students must identify their intended major (and minor if applicable) offered through the School of Arts and Sciences.

Proceed to Part III for information pertaining to all school-to-school transfer applicants.

Part II - Students applying from Rutgers University-Camden or Rutgers University-Newark schools

A. Residence:

Transfer Eligibility: Students applying from Rutgers University-Newark and Rutgers University-Camden (Newark College of Arts and Sciences, Camden College of Arts and Sciences, University College - Newark and University College-Camden) **must have completed at least two semesters, including the current semester** (minimum of 12 graded degree credits, excluding remedial courses) as students in their present school or college at Rutgers.

- **SAS Graduation Residency:** In order to graduate from SAS, students must earn 30 of their last 42 credits while registered in classes offered by Rutgers University-New Brunswick. In addition, all admitted SAS students must register for a minimum of one full-time semester before being eligible to graduate. ([SAS Residency Policy](#))

Rutgers University-Camden or Rutgers University-Newark students who transfer to the School of Arts and Sciences with greater than 90 credits will be required to complete extra credits for graduation, possibly resulting in additional time and tuition payments, in order to fulfill the 30-credit residency requirement. For this reason, transfer is not recommended for students who will have completed 90 or more credits in their present school by the end of the current semester. Students in this situation seeking transfer must consult with a transfer adviser in the School of Arts and Sciences prior to submitting a school-to-school transfer application. **Second-Degree Candidates:** School-to-school transfer is not open to second-degree candidates. For more information: <http://sasundergrad.rutgers.edu/forms/second-degree-course-registration-request>

Disciplinary Status: Students must indicate on their application if they are currently under review for a disciplinary action, judicial sanction, or a violation of the academic integrity policy at their present school. Students do not need to indicate actions taken solely for poor grades.

B. Grade-Point Average:

Minimum Cumulative GPA: Students applying from Rutgers University-Newark and Rutgers University-Camden (Camden College of Arts and Sciences, Newark College of Arts and Sciences, University College-Newark or University College-Camden) must have a cumulative grade-point average of **3.000** at Rutgers by the **end** of the semester in which they are applying.*

Please note: The GPA used for admission may vary from the GPA shown on your transcript due to application of SAS credit and grading policies. See below.

Transcript Review: All previously earned credits will be reviewed in compliance with the School of Arts and Sciences academic policies. Students should be aware that the School of Arts and Sciences may decline credits that were previously approved by their present school and/or adjust

pass/no credit and repeated course grades in accordance with SAS policy. Below are some common examples of transcript adjustments:

- Example #1: SAS does not award credit for college-level algebra courses; therefore, credit for algebra courses will be removed for all students transferring into SAS.
- Example #2: SAS does not award credit for elementary foreign languages if the student has studied the same language in high school for two years; therefore, credit for elementary languages may be removed.
- Example #3. SAS does not consider any composition course taken while in high school to be equivalent to Expository Writing. You will receive elective credit only for such a course.

Missing Grades: Grades of NG, TF, TZ, or INC will be calculated into the cumulative GPA as “F” for the purposes of determining admission. Students are expected to have completed all coursework and be issued final grades by the end of the semester in which they apply.

C. Coursework:

- **Writing:** Students applying from Rutgers University-Camden must have completed English Composition I and II (50:350:101 and 50:350:102) or acceptable equivalent courses with grades of “C” or better by the end of the semester in which they are applying.

Students applying from Rutgers University-Newark must have completed English Composition I and II (21:355:101 and 21:355:102) or Expository Writing I and II (21:350:101 and 21:350:102) or acceptable equivalent courses with grades of “C” or better by the end of the semester in which they are applying.

Please note: Our transfer policies are such that we may not give the equivalent of Expository Writing, even if your current school did. For example, we do NOT accept transferred composition courses taken in high school or after matriculation at a Rutgers school. Exceptions to this policy may be possible-write to schooltoschool@sas.rutgers.edu

Foreign Language: All students must have completed at least two years of one foreign language in high school (or one year in college).

Students may not transfer or earn credit for elementary level courses if they studied the same foreign language for two or more years in high school. Admitted students will have their credit totals adjusted appropriately.

Major and Minor declaration: All students must identify their intended major (and minor if applicable) offered through the School of Arts and Sciences.

Proceed to Part III for information pertaining to all school-to-school transfer applicants.

Part III - General Information for all Applicants

D. Admission Conditions:

- **SAS Academic Policy:** Admitted students are subject to all academic policies of the School of Arts and Sciences ([SAS Academic Policies](#)).

All coursework is evaluated in accordance with SAS policy. Students may lose Rutgers credit and/or transfer credit for courses including, but not limited to: elementary languages previously studied for two or more years in high school, college algebra etc. Repeated courses are also reviewed in accordance with SAS policy as students may not earn duplicate credit for the same course.

- Once admitted to the School of Arts and Sciences, all students must remain in compliance with the policies of the School of Arts and Sciences.
- **Conditional Admission:** Additional conditions may be noted in the notification message sent to admitted students. Students are responsible for any compliance conditions specified.

- **STUDENTS DISMISSED FROM THEIR PREVIOUS SCHOOL:**
Students dismissed from their previous school will be evaluated on a case by case basis
- **USING SUMMER CLASSES TO IMPROVE YOUR GPA:**
If you have taken time off from another school at Rutgers, you may apply to the School of Arts and Science via the “reenrollment process”). However, if you do not meet admission criteria at the end of a Spring or Fall term, you may not use any Summer courses to meet our admission requirements for reenrollment. The only way to improve your record in this case is to return to your previous school, if that school will allow it.

E. Graduation Requirements:

All students should review the SAS Graduation Requirements **prior to submitting an application.**

SAS Graduation Residency: In order to graduate from SAS, students must earn 30 of their last 42 credits while registered in classes offered by Rutgers-New Brunswick. In addition, all admitted SAS students must register for a *minimum of one full-time semester* before being eligible to graduate.

If a student is admitted from Rutgers Business School, School of Engineering, School of Nursing, or Ernest Mario School of Pharmacy and has amassed 18 or more credits with a GPA of 2.0 within a **specific** subject, the School of Arts and Sciences will consider waiving the SAS minor graduation requirement.

F. Application Deadline/Procedures and Notification Schedule:

1. Students interested in applying for a school-to-school transfer to the School of Arts and Sciences are encouraged to apply early in the application cycle.

The application cycle for spring 2017 will open on October 1, 2016 and the last day to apply is December 1, 2016. This deadline is very firm.

2. Students are limited to one school choice and to one application submission in each semester.

3. Applicants will receive notification of the school's admission decision via email on or before January 13, 2017.

G. Advising/Registration Information:

Applicants are encouraged to visit the SAS Office of Academic Services website at: <http://sasundergrad.rutgers.edu/> for details about advising/registration.

If a student is admitted to SAS and has not completed a transferable math course, the student will be required to take a Rutgers University - New Brunswick math placement exam before registering for a Rutgers University - New Brunswick math course.

H. Housing:

Housing accommodations are assigned to school-to-school transfer students on a space-available basis and are NOT guaranteed. Students interested in on-campus housing opportunities should contact Housing (housing.rutgers.edu) to inquire about available space.

I. Enrollment:

By submitting an application, an admitted student declares his/her intention to enroll at the School of Arts and Sciences. The School of Arts and Sciences will assume that an application represents a serious decision made by the applicant after thorough consideration of the School's requirements and policies. When you are notified of admission, you must follow the link in the email to accept or decline admission. If the student does not indicate their decision, the School of Arts and Sciences reserves the right to switch the student to SAS or to deny the application.

J. Withdrawal of Application:

Prior to a decision, an applicant may withdraw his/her application by visiting the status screen and selecting the "withdraw" option.

K. Withdrawal After Admission:

If an admitted student chooses not to enroll in the School of Arts and Sciences, he/she must select the "**Decline Transfer**" button displayed in their admission email within the timeframe indicated so that the school of registration may be modified accordingly. Without this notice,

the student's school of registration will remain as the School of Arts and Sciences (school code 01).

L Student Accounting/Financial Aid:

Students should contact [Student Accounting Services](#) to determine if there are any changes in their term bill related to transferring schools. Students also should contact the [Office of Financial Aid](#) to determine if the transfer will have any impact on the student's financial aid package.

Note: certain Rutgers scholarships and awards are not transferable. Please confirm your award status prior to registration.

J. Accommodation Under ADA/Section 504:

Students currently receiving accommodation should inform their present campus coordinator of their intention to transfer to facilitate uninterrupted accommodation.

K. Contact us at:

schooltoschool@sas.rutgers.edu

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School of Arts and Sciences
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