



Last Name	
First Name	
UVA ID #	
UVA e-mail	

INTRA-UNIVERSITY TRANSFER APPLICATION

TO TRANSFER TO THE COLLEGE OF ARTS & SCIENCES

INSTRUCTIONS:

- Read** the complete instructions on the *Transfer to College* web page: <http://college.as.virginia.edu/transfer>.
- Complete and Save as PDF:** the Intra-University Transfer Application, the appropriate IUT Worksheet, and any other required supporting documents.
- Submit** all required documents to the College Registrar, at clasregistrar@virginia.edu (preferred) or by mail to: College Registrar, Monroe Hall, College of Arts & Sciences, PO Box 400133, Charlottesville, VA 22904-4133.

DEADLINE: December 15, (for admission in the following spring) or June 1 (for admission in the following fall). Late applications are not accepted.

PLEASE NOTE: Submission of this application gives the College of Arts & Sciences permission to request and review your University of Virginia academic transcript. If your transcript has grades of "IN" your application cannot be considered. Incomplete applications will not be considered.

- What is your *current* UVA school of Enrollment? _____
- What is your *current* major (only if declared)? _____
- Are you or were you ever an: Echols/Rodman Scholar Student Athlete Transfer Student (from another university)
If none of the above, **what was your first-year residence hall?** _____
- ___ # of full-time semesters completed at UVA (include current semester) + ___ # of full-time semesters completed elsewhere = ___ total number of full-time semesters completed. NOTE: You have only 8 full-time semesters to complete your degree.
- Have you previously been registered in the College of Arts and Sciences?
- Have you previously been suspended from your current school of enrollment?
- What is your intended College of Arts & Sciences major? _____

Please confirm that you have included the required supporting documentation, as detailed at <https://college.as.virginia.edu/transfer>:

- ___ I have included a completed copy of the appropriate IUT Worksheet.
- ___ For students entering the College their 5th semester or later: I have also submitted a declaration of major form at <https://college.as.virginia.edu/student-forms> and it has been approved by the major department.
- ___ For BIS students: I have included **all** of the application materials listed at <https://college.as.virginia.edu/transfer-from-bis>

By signing below, I hereby apply for transfer to the College of Arts and Sciences and I understand that it is my responsibility to inform myself of the policies, procedures, and requirements of the College and of my chosen major.

Student Signature	Date
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Office Use Only

Decision: ___ approved ___ denied	Date: _____
Process: ___ updated in SIS	Date: _____
Notified: ___ student emailed	Date: _____