

APPLICATION PROCEDURES FOR PROGRAM TRANSFER

Submit a program transfer application, if you identify with one of the following:

- You are a current University of Guelph-Humber student who would like to transfer to another program.
- You are a current University of Guelph student who would like to transfer to a University of Guelph-Humber program.

Transferring from a University of Guelph-Humber program to another University of Guelph-Humber program

You must meet the following admissions requirements for your application to be considered:

- You must be in good academic standing with a minimum cumulative average of 60% or higher for consideration.
- You must have completed a minimum of 2.0 credits.
- You must meet the high school prerequisites for the program you are looking to transfer to. The high school prerequisites can be found [here](#).

The following documents are required for your application to be considered:

- The application for program transfer form (below).
- Compile a letter explaining your intentions and interest in transferring programs.
- No transcripts are required as grades can be viewed through the student record system.

Transferring from a University of Guelph program to a University of Guelph-Humber program

Before you consider a program transfer to the University of Guelph-Humber, we highly encourage you to connect with your advisor at the University of Guelph to speak about options that may exist within the University to continue your undergraduate degree. Once you have spoken with your advisor and are still wanting to apply for a program transfer, then you must submit an application to be considered. We also encourage you to connect with Admissions Services at the University of Guelph-Humber discuss how transfer credits may overlap.

- You must be in good academic standing with a minimum cumulative average of 70% or higher for consideration.
- You must have completed a minimum of 2.0 credits.
- You must meet the high school prerequisites for the program you are looking to transfer to. The high school prerequisites can be found [here](#).

The following documents are required in order for your application to be considered:

- The application for program transfer form (below).
- Compile a letter explaining your intentions and interest in transferring programs.
- Course syllabi from the courses you have completed.
- No transcripts are required as grades can be viewed through the student record system.

Potential Transfer Credit

Due to the structured nature of the University of Guelph-Humber's programs, students applying for a program transfer should be aware that you may not be able to enter directly into the senior year of study without having to complete some core courses that are offered in year 1 and 2. **The number of transfer credits granted is not automatic and will be assessed on an individual basis.**



Application for Residence for University of Guelph Program Transfers

Applicants from University of Guelph are encouraged to apply for residence accommodations by the respective deadline based on the entry point for which you have applied to. The application and deadline dates to apply to residence can be found at: <http://humber.ca/residence/apply-rates/first-year-GH-students>.

Submission of Documents

Submit all documents by the application and document deadline date specified below:

Entry Point	Winter	Summer	Fall
Application and Document Deadline	November 1	March 1	June 1

Please email completed form and all supporting documents to admissions@guelphhumber.ca by the deadline date listed above. Your application will not be processed until all documents are received.

When will you hear from us?

Decisions will be made within 2-3 weeks of the deadline date. We will send you an email and letter when a decision on your application has been made. This communication will contain important information on your next steps before starting classes. We recommend that all successful program transfer applicants meet with their academic advisor before selecting their courses.

Please note that all academic supporting documentation, including transcripts and course syllabi, must be official originals sent directly from the issuing institution in an institutionally sealed envelope (that remains unopened), carrying an official stamp, seal and/or authorizing signature of the issuing institution. Materials submitted become the property of the University and will not be returned.

If you have any questions about applying for a program transfer, please contact the Admission Services at 416-798-1331, ext. 6332 or admissions@guelphhumber.ca.

Program Transfer Application

A. PERSONAL INFORMATION		
Last Name:	First Name:	Student ID:
Email Address:	Telephone:	D.O.B. (YYYY/MM/DD):
B. DOCUMENT REQUIREMENTS		
<input type="checkbox"/> University of Guelph-Humber internal transfer To process your application, we require: <ul style="list-style-type: none"> <input type="radio"/> Program Transfer Application <input type="radio"/> Letter of intent 		
<input type="checkbox"/> University of Guelph to University of Guelph-Humber internal transfer To process your application, we require: <ul style="list-style-type: none"> <input type="radio"/> Program Transfer Application <input type="radio"/> Letter of intent <input type="radio"/> Course syllabi for all courses successfully completed at the University of Guelph 		
C. ACADEMIC HISTORY		
Most Recent Program of Study (ex. Business)	Intended Program of Study (ex. Justice Studies)	
Anticipated Start Term: <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Summer	Anticipated Start Year (ex. 2020)	
D. APPLICANTS ACKNOWLEDGEMENT		
I hereby certify that all statements are correct and complete. I understand that I may have to provide documentation to substantiate the information on this application form and that any misrepresentation of this data may result in the cancellation of my admission or registration status.		
Applicant Signature:	Date:	

E. OFFICE USE	
Request: <input type="checkbox"/> Granted <input type="checkbox"/> Denied <input type="checkbox"/> Hold	Supporting Documentation Attached: <input type="checkbox"/> YES <input type="checkbox"/> NO
Notes: <div style="height: 80px;"></div>	
Admissions Signature:	Date: