

INTERNAL TRANSFER POLICY

Students are admitted to a home school at the time of their admission to the university. Those who wish to change their home school must submit an internal transfer request to the University Registrar. A university-wide graduation requirement is that students must be registered in the school in which their primary major is housed.

Transfers are effective at the start of the following Fall or Spring semester. Transfers are not accepted for Summer terms. Requests to transfer schools will not be accepted prior to the second semester of the student's enrollment at GW.

To avoid potential graduation delays, students should arrange a meeting with an academic advisor at their preferred school to gain a comprehensive understanding of the required courses, including prerequisites and course sequencing, and to develop an academic plan that aligns with their graduation objectives. Waiting until the final year to take these steps may lead to unwanted delays in graduation.

Blackout periods for internal transfers:

Requests for internal transfer will be held from the first full week of November through the last full week of November, as well as from the third week of March through the third week of April. Requests received during these times will be processed beginning the first business day following the blackout period.

Limited-enrollment majors:

CCAS: Communication, English and Creative Writing, Journalism and Mass Communication, Political Communication

Internal transfer does not guarantee placement in a limited-enrollment major and all students will be transferred into an undeclared major.

PREREQUISITES FOR INTERNAL TRANSFER

Prerequisites for internal transfer to the chosen school must be met before the request is submitted.

Elliott School of International Affairs

Students must have completed:

- 24 semester hours in residence at GW with a minimum cumulative GPA of 3.0
- Four of the following five courses: ECON 1011, ECON 1012, HIST 1011, PSC 1001, PSC 1003 (in lieu of IAFF 1005)
- One year of a modern foreign language completed through coursework or documentation of exam scores showing placement beyond the first year of a foreign language.
- AP or transfer credit will be accepted in place of the above courses.

Milken Institute School of Public Health

Students requesting transfer into the Exercise Science or Nutrition majors must have earned a GPA of 2.5 or higher; those requesting transfer into the Public Health or Health Data Science major must have earned a GPA of 2.75 or higher.

School of Business

Students must have completed UW 1020 and earned a grade of B- or higher at GW in at least two of the following courses:

- ACCY 2001, 2002
- APSC 3115
- DNSC 1001, 2001
- ECON 1011, 1012, HONR 2043, 2044
- MATH 1051, 1221, 1231, 1232, 1252
- STAT 1111, 1051, 1053, 2112, 2118

School of Engineering and Applied Science

Students must have completed the following math and science course requirements with a grade of B- or higher:

- Math requirement MATH 1220 + 1221, or MATH 1231
- Science requirement *Complete either the Biology, Chemistry, or Physics option*
 - Biology: BISC 1111, 1112, 1115 + 1125, or 1116 + 1126
 - Chemistry: CHEM 1111
 - Physics: PHYS 1021 or 1025
- AP credit may be accepted in lieu of the above courses.

** Students who do not meet the prerequisite criteria can petition for exceptions to the office of undergraduate programs at the school to which they would like to transfer. **

Undergraduate Internal Transfer

Name: _____ GWID: _____

GW Email Address: _____

I am currently enrolled in:

- Columbian College of Arts and Sciences
- Elliott School of International Affairs
- Milken Institute School of Public Health
- School of Business
- School of Engineering and Applied Science

I would like to transfer to:

- Columbian College of Arts and Sciences
- Elliott School of International Affairs
- Milken Institute School of Public Health
- School of Business
- School of Engineering and Applied Science

I understand that I must have successfully completed the appropriate prerequisites, if applicable, and that admission to another school/college does not guarantee placement in a limited-enrollment major. I am not registered in my first semester at GW.

Student Signature

Date

Signed forms may be emailed to regdata@gwu.edu or submitted in person at the Student Services Hub.