

TUJ Transfer Credit Evaluation and Next Steps

Congratulations on your admission to TUJ!

We know that you are eager to learn more about how your credits will apply to your TUJ degree. Please read the following guide to understand how TUJ provides access to this information and partners with you to resolve your credit transfer.


1 ***Set up your TUportal*** (now)

The e-mail regarding your [TUportal](#) account activation should be sent from Computer Services within a week of your acceptance. If you do not receive your [TUportal](#) activation email within one week of this email or if you have difficulties in activating your account, please contact TUJ's Information Technology Services (tujhelp@tuj.temple.edu) with your full name and TUID.

2 ***Review your initial Transfer Credit Evaluation*** (now)

Once you log in to [TUportal](#), you can see the **Next Steps** channel. Check your transfer credits through the **Transfer Credit Evaluation** link or by clicking on the **Transfer Credit** tab.



Your **Transfer Credit Evaluation** is now available! Click  here to view.

If you are unable to see your Transfer Credit Evaluation in Next Steps, please contact the Office of Student Services and Engagement (newstudent@tuj.temple.edu). If you recently submitted transcripts around the time of your acceptance, please wait a month before contacting us to allow time for processing.

Your Transfer Credit Evaluation shows:

- the number of credits that have transferred into TUJ
- how your courses have transferred into TUJ, as:
 - “equivalent” courses (a course from your previous institution that directly translates to a Temple course)
 - “elective” courses (a course from your previous institution that does not directly translate to a Temple course)
 - “not transferred” (a course where no TUJ credit is given)

Please verify that your credits transferred as you anticipated, keeping in mind the following important notes:

- Temple accepts academic, college-level courses beyond the developmental level completed with a grade C or better from schools with regional accreditation or accreditation by the country's Ministry of Education.
- The evaluation of transfer credits is based on your major. Transfer evaluations may change for students who change majors or if additional transcripts or scores are received. Final determination of which transfer credits are applicable to your degree program will be made in discussion with an academic advisor after paying your enrollment deposit.
- You must complete at least 45 of your last 60 credits at Temple in order to receive a Temple degree.
- **In addition to the criteria above, the following credits will NOT be considered for transfer:**
 - Credits undeclared at the time of application to Temple University Japan.
 - Credits taken at another institution while an active student at Temple, without the written permission of the Academic Advising Center.

3 *Consider how your transfer credits will meet TUJ degree requirements* (before enrollment deposit payment)

Review TUJ's [General Education](#) and [Major](#) requirements. If you think one of your transfer courses may satisfy one of these requirements, be sure to collect and retain the syllabus for each course that you would like to be reconsidered. (Note: Courses in your Transfer Credit Evaluation that have already been evaluated to satisfy General Education requirements are noted with "Satisfies: Human Behavior/World Society/etc" according to the General Education requirement that they meet.)

After you've confirmed your intention to come to TUJ by paying your deposit, an academic advisor will engage in a conversation with you about how your credits apply to TUJ General Education and Major requirements. In the interest of fairness to all students, it is TUJ policy to not offer advising before the payment of the enrollment deposit.

Note for Bridge students: If you are a Bridge student with credits from institutions attended prior to Temple University, you can view the current evaluation of these credits now. However, please note that Steps 4 and 5 will apply only once you matriculate into the Undergraduate program.

4 *Appeal for credit re-evaluation* (after enrollment deposit payment)

After the payment of your enrollment deposit, an academic advisor will make recommendations and request your suggestions for possible transfer credit re-evaluations. Based on this discussion, the advisor will explain how to submit your syllabi for re-evaluation. Please note that it may take 2-3 weeks for review, or longer if the review needs to be sent to a Major Coordinator or Main Campus.

It is in your best interest to complete your credit re-evaluation appeals before you register for classes. With a clear sense of which requirements and prerequisites you have already fulfilled, you can avoid taking any unnecessary classes.

5 Register for Courses *(at the end of Orientation)*

After completing Orientation, you will register for your first semester's classes. You can choose to meet with an academic advisor to discuss your goals for your time at TUJ, plan your semester(s) ahead, and help get you on track towards graduation. Further details will be made available during your online Orientation.

FAQs *(Frequently Asked Questions)*

Q. How do I read the Transfer Credit Evaluation?

A. Your credits taken at other institutions are listed with the following information:

- Semester when the course was taken
- Course department and number at transfer institution
- Course department and number at Temple
- Course title at Temple
- Number of credits

To see if the course was transferable to Temple, please check the transfer status.

- **TR = Transferred**
 - EQ = Equivalent
 - EL = Elective
- **NT = Not Transferred**

Q. What are “equivalent” course credits?

A. These are courses that are determined by the Admissions office to be sufficiently similar to a Temple course. They appear on your evaluation with the corresponding Temple course name and number.

Q. What are “elective” course credits?

A. The university grants elective credit in transfer when we are unable to determine or do not have an equivalent course to the one you have taken at your previous institution. Electives may appear on your evaluation as T000 transfer elective, L000 lower level elective, or U000 upper level elective. In some cases, these elective credits may satisfy TUJ [General Education](#) requirements, which will be noted in your Transfer Credit Evaluation. However, in many cases, you will need to submit a syllabus for the course to be re-evaluated for General Education or Major credits, if applicable.

Q. How will I know what classes to register for?

A. This transfer credit evaluation was based on the major indicated on your application. When you engage with an academic advisor after paying your deposit and during Orientation, you will discuss which requirements you will need to earn your Temple degree. With the guidance of your academic advisor, you can then choose courses that meet your major and General Education requirements as well as your personal, professional and academic goals. Having a sense of potential career and life paths will help you to align your coursework with your post-TUJ plans.

Q. How do I prepare for my TUJ education?

A. Reflect upon how your plans and dreams connect with what TUJ has to offer. Here are some questions to guide you:

- What experiences do I bring to TUJ that are important to me?
- What are my short- and long-term goals?
- Look at the [TUJ website](#) to learn about majors, courses, and community activities. What excites you? What might challenge you? Who do you want to meet? What do you want to learn?

Once you get to TUJ, you can share these thoughts and ideas with advisors, professors, and peers so they can support you to achieve your goals.

Q. I am currently enrolled in classes. When and how should I submit my final transcript?

A. You should have your final transcript sent to Temple University Japan as soon as your grades are posted. Failure to submit your final transcripts may result in delays in your ability to register. If you are admitted as a non-matriculated or Bridge student, failure to submit your final transcripts will directly affect your ability to matriculate.

Q. My Advanced Placement and/or International Baccalaureate courses are not on my evaluation. How can I get credit at Temple?

A. In order to receive credit for Advanced Placement (AP) courses, you will need to submit an official AP score report to Temple University Japan from the College Board. The school code for Temple University Japan is **3702**. For International Baccalaureate (IB) courses, contact the IB Organization to request that your official IB transcript be sent directly to TUJ. Please use “request for results” service at the IB Organization website.

If you have any additional questions, please contact: The Office of Student Services and Engagement (newstudent@tuj.temple.edu).