

[IUT]

Full-time students transferring to University College may register for up to 11 credits during the first semester after the transfer. Students registered in a Main Campus college during the spring semester may not transfer to University College for the purpose of summer study.

For more information, contact the Student Administrative Services Office at 315-443-3261.



**SYRACUSE
UNIVERSITY**
University College
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Student Administrative Services
700 University Avenue
Syracuse NY 13244
Phone: 315-443-3261

[FAQs]

*Frequently Asked
Questions about
the Intra-University
Transfer Process*

[IUT]



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Academics and Student Life

Q: *How do I begin the Intra-University Transfer (IUT) Process?*

A: Students must meet with an advisor at University College to process the IUT paperwork.

Q: *Do I qualify for coverage under my parents' health insurance?*

A: Part-time students might not be covered under their parents' health insurance. Students should check with the insurance company for verification of this. If necessary, you may arrange to purchase health insurance through the Health Center by calling 315-443-2668.

Q: *Can I live in campus housing?*

A: Part-time students are not eligible to live in University housing.

Q: *Where do I bring my paperwork?*

A: University College handles paperwork for part-time students: Registration, Petitions, Financial Aid, Bursar, Degree Certifications, etc.

Q: *Will my degree still be from Syracuse University?*

A: Yes. Syracuse University awards your degree.

Q: *How do I qualify for the Last Semester Senior Rate Exception?*

A: You may qualify for the Last Semester Senior Rate Exception. If you are a last

semester senior with less than 12 credits to complete your degree and have completed 8 full-time semesters at SU (10 for Industrial Design and Architecture), you can petition through your home college to register through Main Campus and pay the University College tuition rate. Details are available in the Syracuse University Bulletin *Tuition, Fees, and Related Policies*, address: <http://bfasweb.syr.edu/bursar/tuitionand-fees.html> If you qualify, do not initiate a transfer to University College.

Q: *Can I continue to take Main Campus classes?*

A: Yes. As a part-time student, you can register for Main Campus classes.

Financial Aid

Q: *How will an IUT impact my financial aid?*

A: Financial Aid must be re-calculated by the UC Financial Aid Office. Your financial aid package, including scholarships, will change as a part-time student. Students must complete the UC Financial Aid application documents (available online at www.YeSU.syr.edu/students/prospective/finaid/forms or in person at 700 University Ave.) and submit them, along with tax documents for the previous calendar year, to the UC Financial Aid Office.

Tuition and Registration

Q: *Is the UC tuition rate different for part-time undergraduate students?*

A: Yes. Part-time undergraduates pay less per credit at University College. Consult the current Part-time Course Schedule or the SU Bulletin *Tuition, Fees, and Related Policies* for the current tuition rates.

Q: *What should I do about my registration?*

A: If you have already registered as a Main Campus student for the term, you will need to adjust your schedule to part time (less than 12 credit hours). If you have not registered, you will need to do so in person, by mail or fax. Please contact the UC Bursar/Registration Office at 315-443-4135 to speak with your Student Services Coordinator for information on UC registration policies and procedures.

Q: *How do I pay for my tuition?*

A: Part-time students must select a payment option at the time of their walk-in, mail, or fax registration. A monthly payment plan requires a down payment at the time of registration. Students who choose to web-register must submit completed payment option paperwork and any required down payment within 7 business days of registering.

Q: *As a part-time student, will I be required to pay the health, activity, and co-curricular fees?*

A: Part-time students don't pay the health fee; as a result the student must pay for any visit, and related fees, at the Health Center. Part-time students don't pay the activity or co-curricular fee, which makes them ineligible for student ticket discounts and any other discounts for activities or events sponsored by student activity fee monies that full-time students pay.

Note: IUT's are available only during the Fall and Spring semesters.