

## Transfer Credit for Physics Courses

Transfer credit is awarded for courses that you took at another College or University before enrolling at Penn. We ask for materials related to the course in order to evaluate how the course is difficulty and coverage compare to the equivalent course at Penn. This evaluation is done separately for the in-class and lab portions of the course. Depending on the course you took, you may receive credit at Penn for the in-class portion, the lab portion or both.

In order to get credit for the course we will need the following information:

- Name of the university where you took the course
- Number of the equivalent course at Penn. (See our Course Catalog for further information)
- Verification that the course was taught by a member of the standing faculty of the university, and that the course was open to regularly enrolled undergraduate students of the university. For example, the instructor name, etc. could come from a copy of the course syllabus (see below).
- A copy of the course syllabus from the term that you were enrolled.
- Your Final and Midterm Exams for the course.
- If you wish to receive credit for the lab portion of the course, we need to review ALL your lab reports from the course. If you cannot provide all the lab reports from your course, please provide as many as possible, along with a list of all the labs that were performed.

Please bring this information to the Physics Undergraduate Office, DRL room 2E1. You will be given a cover sheet to fill out when you turn in the material. If you cannot provide all the requested items, bring as much as you can. We will try to evaluate the course based on the material that you provide.

Please be aware that we will make every effort to return the documents to you after we have reviewed them, but this cannot be guaranteed. You might want to make copies of these documents if you want to be sure to have them for the future.

You will be notified by email within 4 weeks regarding your application for Physics credit. At that point you should come back to 2E1 to pick up the necessary paperwork as well as the material you submitted. **Materials not retrieved by the end of the semester will be destroyed.**