COLLEGE OF LIBERAL ARTS
UNIVERSITY CORE EVALUATION FORM
(For transferred courses ONLY! UTEP courses or courses that transferred in as UTEP courses can NOT be reviewed, accepted or approved.)

Name of College: ___________________________ ID#: ___________________________

Name: ___________________________ Date: ___________________________

Cell Phone: ___________________________ Email: ___________________________

Major: ___________________________ Minor: ___________________________

Degree: (circle one) BA BM BS BFA BIS BBA BSN BMS BSCE BCCS BSEE BSIE BSME BSMME Other: ___________________________

Student Signature: ___________________________ (date) ___________________________

I understand that this substitution will only apply to my degree plan in my current major. Should I change majors, I must request another substitution.

REQUIRED COURSE INFORMATION
Course required on degree plan:
(Example: Equivalent to COMM 1301 or Fulfills Humanities Section)

__________________________

Where is this course located in the University Core?
English: __________ Communication: __________
History: __________ Political Science: __________
Humanities Section __________ Visual and Performing Arts Section __________
Social and Behavioral Sciences Section __________

TRANSFERRED COURSE INFORMATION
Course to be evaluated--as noted on UTEP transcript: (Example: COMM 13TR)

__________________________

College/University & Title of Course:
(MUST ATTACH SYLLABUS OR COURSE DESCRIPTION)

__________________________

Semester, Year, Grade: ___________________________

Liberal Arts Dean’s Office:
Dean Recommends _______ Dean Does Not Recommend _______

Reason: ___________________________

(print) ___________________________ (sign) ___________________________ (date) ___________________________

If approved:
(initial) I have reviewed the above course for the University Core and confirm that it meets the Exemplary Educational Objectives of the intended section.

(initial) I understand that, by approving the above course for the University Core, it will apply to ALL students from the indicated former university/college.

**Please be aware that ALL FINAL decisions are handled by the UTEP admissions transfer office.

Sent to Transfer Office (if approved): ________(initial) Returned from Transfer Office: (date) ________
Course entered in CAPP: (sign) ___________________________ (date) ___________________________
Student notified of decision: (sign) ___________________________ (date) ___________________________
College notified: Name of contact ___________________________ (date) ___________________________

Updated 1-26-2015