**PARTNER INSTITUTION**

**LOGO HERE**

**TRANSFER GUIDE**

Major: **[Discipline]**

Name of Partner Institution Community College Associate of **[Degree Type]**

The University of Texas at El Paso Bachelor of **[Degree Type]**

Academic Year:

**COURSE SEQUENCE**

The following course sequence has been approved by the partner institutions to ensure the highest applicability of credits. Students are encouraged to meet with their counselors/advisors on a regular basis to develop a program of study and stay informed of course availability and other program requirements. For questions regarding the **[bachelor program’s title]** program, please contact the **[College or School name with hyperlink]** advising office at **[Phone]** or **[Email]**.

***First Year***

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| ***TOTAL SCH*** |  |  |

¹ This course fulfills Core Curriculum and program requirements

² This course is a prerequisite to a program required course- see below

ͨ Program requires a grade of “C” or better for this course

***Second Year***

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***Pathways to Success***

* *Students should begin the application process to UTEP one semester prior to scheduled start term. Visit* [*utep.edu/admit*](https://www.utep.edu/admit) *for information on how to apply.*

***Third Year***

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² This course is a prerequisite to a program required course- see below

***Fourth Year***

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| Example: ECED 4335- Lang & Lit in the Early Years(³Prereq: RED 2430) | 3 |  |
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| ***TOTAL SCH*** |  |  |

³ Other courses may fulfill the prerequisite requirement, but the listed course fulfills program requirements.

**THINGS TO KNOW ABOUT THIS MAJOR**

***Program Requirements:***

**UTEP RESOURCES**

* Office of Admissions and Recruitment

Website: [utep.edu/admit](https://www.utep.edu/admit)

Email: futureminer@utep.edu

Phone: (915) 747-5890

To find out the status of your application, [mystatus.utep.edu/](https://mystatus.utep.edu/)

* Financial Aid

Website: [financialaid.utep.edu/](http://financialaid.utep.edu/)

Email: studentfinancialaid@utep.edu

Phone: (915) 747-5631

* Office of Registration and Records (Registrar's)

Website: [academics.utep.edu/registrar](https://academics.utep.edu/registrar)

Email: records@utep.edu

Phone: (915) 747-5544

* Office of Scholarships

Website: [utep.edu/student-affairs/scholarships/](http://www.utep.edu/student-affairs/scholarships/)

Email: scholar@utep.edu

Phone: (915) 747-5478

* Student Success Helpdesk

Website: [utep.edu/advising/student\_resources/student-success-helpdesk.html](http://www.utep.edu/advising/student_resources/student-success-helpdesk.html)

Email: studentsuccess@utep.edu

Phone: (915) 747-8887

* Technology Support Center

Website: [utep.edu/technologysupport/](http://www.utep.edu/technologysupport/)

Email: helpdesk@utep.edu

Phone: (915) 747-4357

Website:

Email:

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**POLICIES**

***Term of Agreement:*** This agreement is consistent with the 2021-2022 University Catalog. A student must complete all requirements within seven (7) years or be subject to the degree requirements of a subsequent catalog. The seven-year period begins with the year the catalog was issued, regardless of the student's first semester of enrollment. A student transferring from a Texas two-year institution can select a catalog that was in effect prior to the first semester of enrollment at UTEP, as long as the student was following UTEP’s degree plan while enrolled at the community college. In the event that a student does not complete the program within seven years, they may be required to have their credits reevaluated using the requirements of the current articulation guide.

***Evaluation and Transfer of Credit:*** Once a student is admitted to UTEP as a transfer student, the Office of Undergraduate Admissions will provide an evaluation of courses that are transferable to the University. Acceptance of transfer credit by UTEP does not constitute approval of the credit for use toward a particular degree program. The applicability of transfer courses toward a degree is determined by the academic dean or the advisor in one's major or his or her designate. A maximum of 66 semester hours of credit from two-year lower-division institutions is applicable toward a degree at UTEP. For more information see the University Undergraduate Catalog at [catalog.utep.edu](http://www.catalog.utep.edu).