Policy on Internal Transfers at the University of Delaware

“Restricted” majors are those classified as having limited resources; physical space limitations, such as lack of laboratory space; or that already have full capacity (e.g., for training at Vita Nova).

The designation of a “restricted” major or any change from “restricted” to “non-restricted” status for a major must involve discussion between the faculty and chair(s) of the affected unit(s) and must be approved by the Dean of the college.

Gateway courses should not be available to majors only. Access to these courses allows for the exploration of majors, provides students with additional flexibility, and can help in the setting of criteria for admission. The Deans will work with their corresponding departments to allow access to gateway courses, based on the resources available to the departments.

Students in their first semester of matriculation who want to change their major will only be allowed to change to the University Studies (UST) major. This is to ensure proper initial advisement for students at the start of their academic careers at UD. At the beginning of their second semester of matriculation, they will be allowed to change their majors following the procedures outlined below. Note: junior-level transfer students are not eligible to change their major to UST.

Non-restricted majors will have year-round admissions. Students must be in good academic standing (i.e., GPA should not be less than 2.0).

Majors that are restricted will follow the schedule listed below:

- There will be a two week transfer application period for restricted majors followed by a one-week decision period; this will allow the process to be competitive in “restricted” majors.
  - For the Fall of 2008, students will file change of major requests during a two week period, beginning on September 22. Departments will notify students of their decisions by October 10.
  - The corresponding dates for Spring of 2009 are the two week period beginning on February 9, 2009 with notification by February 27.

The Office of the Registrar will include information regarding restricted majors to the change of major web form. The page will advise students of the restricted major and the time periods for submitting their forms. The goal is to have this process in place by the end of August, 2008.

Restricted Majors

- Agriculture and Natural Resources
  - Animal & Food Sciences - Internal transfers must have a 2.5 GPA.
  - Pre-Veterinary Medicine & Animal Biosciences - Internal transfers must have a 2.5 GPA.
  - WC (Wildlife Conservation) – Internal transfers must have a 2.25 GPA.
**Arts and Sciences:** Art, Music, and Communication

- Admission/transfers into the Departments of Music and Art are based on audition and portfolio review.
- Communication accepts students into Communication interest and then selects the top 100 sophomore to junior students based on performance in the lower level communication courses.

**Business & Economics:** The Lerner College has a fact sheet which is provided to students who are interested in transferring to the college (see: [http://www.lerner.udel.edu/advising/pdfs/Interested%20in%20changing%20majors.pdf](http://www.lerner.udel.edu/advising/pdfs/Interested%20in%20changing%20majors.pdf))

- All majors are restricted:
  - Accounting and MIS
  - Business Administration
  - Economics
  - Finance
  - HRIM

  - For ECON/BS, ACCT, FINC, MIS, and BUAD majors, students must have taken MATH 221 and ECON 151/152 courses with a grade of C- or better, and have 28 credit hours completed at the University of Delaware, before they are admitted.
  - ECON/BA requires just ECON 151/152 with C- grade.
  - ACCT, MKT, MGT, IBS and FINC: Minimum GPA 2.7 GPA
  - HRIM requires completion of 15 credit hours and a minimum GPA of 2.5 for 15-60 credit hours completed.

**CHEP**

- Apparel Design and Fashion Merchandising

- Elementary Teacher Education (ETE) major: Minimum 2.6 GPA; this is necessary in order that teachers can be certified in neighboring states.

- Early Childhood Education (ECE):
  - 0-32 credits: 2.25 minimum
  - 33-60 credits: 2.4 minimum
  - 61+ credits: 2.5 minimum

**College of Health Sciences**

- Restricted Majors: Based on limited seats and resources
  - Athletic Training
  - Nursing
- Medical Technology
- Occupational Health
- Health Studies

- **Marine and Earth Studies:** No restricted majors

- **Engineering:** No restricted majors