

**YOU MUST COMPLETE THE STUDENT CHECKLIST ON THE BACK OF THIS FORM PRIOR TO MEETING WITH AN ACADEMIC ADVISOR**

Name: \_\_\_\_\_ PID: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_ Phone: \_\_\_\_\_

**TRANSFER REQUEST**

Effective Quarter: \_\_\_\_\_

Current College: \_\_\_\_\_ Requesting transfer to: \_\_\_\_\_

Entered UC San Diego as:  First-year Student  IGETC Transfer  Other Transfer

Major 1: \_\_\_\_\_ Major 2: \_\_\_\_\_

Current Class Level:  First-year  Sophomore  Junior  Senior

**General Education and Graduation Requirements Remaining**

Current College	Proposed New College
Quarters required to complete: _____	Quarters required to complete: _____

Attach the following:

1. A **one-page statement** giving substantial reasons why the transfer is desirable and necessary.
2. A **quarter-by-quarter plan** for your **current college**.
3. A **quarter-by-quarter plan** for your **proposed new college**.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Official Use Only**

Current College	Proposed New College
Quarters Completed at UC San Diego: _____	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
Cumulative GPA: _____	Comments: _____
Cumulative Units: _____	
Entry Level Writing Requirement: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Writing Courses Completed: _____	
Comments: _____	
Academic Advisor/Date: _____	Academic Advisor/Date: _____

## STEP ONE – ELIGIBILITY REQUIREMENTS

You must meet the following eligibility requirements to submit an ICT request. If you do not meet one of these requirements, you may not apply for an inter-college transfer.

- If you entered UC San Diego as a first-year student, the earliest you may apply is during your **third quarter** of enrollment at your current college. Your request will **not** be considered until *all* grades have been posted. In addition, you must have fewer than 135 units. *Note: the senior residency requirement states that you must complete 35 of the final 45 units at UCSD.*
- If you entered UC San Diego as a transfer student, the earliest you may apply is during your **second quarter** of enrollment at UCSD. Your request will **not** be considered until *all* grades have been posted. In addition, you must have fewer than 150 units. *Note: the senior residency requirement states that you must complete 35 of the final 45 units at UCSD.*

### DEADLINES

Application Term	Term ICT Effective:
<b>ICT Request Form Deadline at Proposed New College:</b>	
ICT Requests Not Accepted in Summer or Fall	N/A
Friday of 4 <sup>th</sup> Week, Winter Quarter	Spring
Friday of 4 <sup>th</sup> Week, Spring Quarter	Fall

- You must have cleared ELWR and have completed the appropriate writing or core course(s), during the first year.
- You must have completed the appropriate writing/core course(s) for your current college prior to transfer. Transfer students, refer to your degree audit for equivalent courses (if any).

*Note: Eighth College will not be accepting ICT requests until Spring 2027.*

**Revelle College:** HUM 1 & HUM 2  
**Muir College:** MCWP 40 & MCWP 50  
**Marshall College:** DOC 2 & DOC 3

**Warren College:** WCWP 10A & WCWP 10B  
**Roosevelt College:** MMW 12 & MMW 13  
**Sixth College:** CAT 2 & CAT 3  
**Seventh College:** SYN 1 & 2

- You must have a cumulative UC San Diego GPA of 2.50 or higher.
- You must have a quarter GPA of 2.0 or higher in the application term.  
*Note: Grades will be reviewed and verified at the end of the application quarter before final approval of the ICT request is granted. Students whose grades for the application quarter fall below a 2.0 quarter GPA or a 2.5 cumulative GPA will have their ICT request returned.*
- You must be able to demonstrate that you can graduate two or more quarters sooner by transferring colleges. You will be required to complete and attach two quarter-by-quarter plans for graduation: one for your current college and one for the proposed new college. Review the general education requirements on the college websites:

Revelle College: [revelle.ucsd.edu](http://revelle.ucsd.edu)  
John Muir College: [muir.ucsd.edu](http://muir.ucsd.edu)

Thurgood Marshall College: [marshall.ucsd.edu](http://marshall.ucsd.edu)  
Earl Warren College: [warren.ucsd.edu](http://warren.ucsd.edu)

Eleanor Roosevelt College: [roosevelt.ucsd.edu](http://roosevelt.ucsd.edu)  
Sixth College: [sixth.ucsd.edu](http://sixth.ucsd.edu)  
Seventh College: [seventh.ucsd.edu](http://seventh.ucsd.edu)

## STEP TWO – APPLICATION PROCESS

If you meet **all** of the above eligibility requirements, you may apply. Complete the following steps:

- Complete the Inter-College Transfer Request. Be sure to follow all instructions on the Inter-College Transfer Request and do not leave any areas blank.
- Include your reason for transfer, as noted on the front of the application form.
- Create and include two quarter-by-quarter plans for graduation: one for your current college and one for the proposed new college.
  - Quarter-by-Quarter Plan for current college
  - Quarter-by-Quarter Plan for proposed new college

Meet with an academic advisor at your current college before the end of the 4<sup>th</sup> week of the quarter in which you are applying. **You must take the completed application and the required and completed documents with you to the interview and consult with the academic advisor in your current college regarding your request to transfer.** Please note: incomplete applications will be returned to you.

- Once you have completed all of these steps, you may submit your ICT request to your proposed new college by the deadlines listed above.

Revelle College: [readvising@ucsd.edu](mailto:readvising@ucsd.edu)  
John Muir College: [muiradvising@ucsd.edu](mailto:muiradvising@ucsd.edu)

Thurgood Marshall College: [tmcadvising@ucsd.edu](mailto:tmcadvising@ucsd.edu)  
Earl Warren College: [waadvising@ucsd.edu](mailto:waadvising@ucsd.edu)

Eleanor Roosevelt College: [ercadvising@ucsd.edu](mailto:ercadvising@ucsd.edu)  
Sixth College: [sixthadvising@ucsd.edu](mailto:sixthadvising@ucsd.edu)  
Seventh College: [seventhadvising@ucsd.edu](mailto:seventhadvising@ucsd.edu)

Consideration of your request is based on three factors: (1) the reason for the request, (2) number of quarter(s) remaining for graduation, and (3) evidence that you can graduate two or more quarters sooner by transferring colleges.

Inter-College Transfer requests are considered individually. Requests will be considered as quickly as possible. Please note that some requests will be held pending completion of work-in-progress. You will be notified of the decision through the Virtual Advising Center at <http://vac.ucsd.edu>.