Transfer Equivalency Service

Below are the steps on how to use the Transfer Equivalency Service for determining courses that are transferrable to Florida Atlantic University (FAU).

1. **Locate Institution**: Use one of the two options shown below to search for your prior and/or current institution.

   a. **Enter the Name of the Institution**: Enter the full or partial name of the institution in the **Find Transfer College by Name** and click **Search**. In the following example, a search is being conducted for Broward College.

   b. **Choose from the Alphabetical Index**: Use the alphabet located toward the top of the screen to jump to institutions only within the letter group specified.
2. **Select Institution:** After conducting the search, choose the institution by clicking on the name.

**FLORIDA ATLANTIC UNIVERSITY TRANSFER INFORMATION**

Welcome to the Florida Atlantic University (FAU) Transfer Equivalency Service, commonly referred to as TES. This tool will assist you in understanding whether courses taken at other institutions are transferrable to FAU. Please understand that a final determination of transfer credit is based on the grade you earned, your anticipated major at FAU, and the degree program requirements.

**TRANSFER RESOURCE LINKS**
- Transfer Policy: [http://www.fau.edu/academic/registrar/FAUcatalog/admissions.php#transfer](http://www.fau.edu/academic/registrar/FAUcatalog/admissions.php#transfer)
- Transfer Section: [http://www.fau.edu/admissions/transfer.php](http://www.fau.edu/admissions/transfer.php)

**FIND TRANSFER COLLEGE BY NAME:**

ALPHABETICAL INDEX:

| A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U |

CREDITS FROM:

**BROWARD COLLEGE**

PORT LAUDERDALE, FL

3. **Course Equivalencies:** Upon selecting an institution, existing course equivalencies will display alphabetically by subject followed numerically by the course number.

**FLORIDA ATLANTIC UNIVERSITY TRANSFER INFORMATION**

Institution: BROWARD COLLEGE  
<ins>CREDITS FROM: BROWARD COLLEGE</ins>

<table>
<thead>
<tr>
<th>BROWARD COLLEGE</th>
<th>FLORIDA ATLANTIC UNIVERSITY</th>
<th>NOTED</th>
<th>BEGIN</th>
<th>END</th>
<th>MY LIST</th>
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This list of equivalencies is not exhaustive and may be updated as additional courses are added. Always consult with an academic advisor for guidance.
4. **Search for Courses:** To locate specific course equivalencies, enter the course subject, or the course subject and course number, or the course subject and partial number. Select **Search** or hit **Enter**.

5. **Additional Functionality:** Below is a guide to the various icons on the results page.

- **Search for Courses:** To locate specific course equivalencies, enter the course subject, or the course subject and course number, or the course subject and partial number. Select **Search** or hit **Enter**.

- **Add courses to create equivalency review**

- **View course description and notes simultaneously**

- **Email us with any questions**

- **Expand to view additional search options.**

- **Print**

- **Review your list of equivalencies once you have created it**
6. **Transfer Course Setting:** The default search setting of Transfer Course looks for an existing equivalency to a FAU course. You will use this setting to enter your prior and/or current course subject (for example: BIOL) to display their respective FAU equivalencies. After entering the course prefix or course prefix with number, click **Search**.

![Transfer Course Setting Table]

7. **Home Course Setting:** The Home Course setting allows you to enter a FAU course to see the existing course equivalencies that exist at the other institution (example, Nova Southeastern University). After entering the course prefix or course prefix with number, click **Search**.

![Home Course Setting Table]

8. **Viewing Course Descriptions:** To view the course descriptions for both the transfer institution and FAU, click the the **View** icon to the left of the course.

![Viewing Course Descriptions Table]

After clicking the **View** icon, the course descriptions for both the transfer institution and FAU will display.
9. **Create an Unofficial Equivalency Review:** You can create a list of each of your current and/or prior courses taken to their equivalency at FAU. As you identify the courses, click the icon under the **My List Add** in the row of the selected transfer course.

You may delete a course by choosing the icon at the end of the appropriate row, or delete all courses on the report by selecting the icon next to the **Delete All** directly underneath the report in the right-hand corner.

10. You can print and/or email this list at any time by clicking the appropriate icon and following the subsequent steps.

11. **Questions:** If you have any questions, you can select the icon at the bottom of any page to contact Transfer Evaluation Services.