

# PREVENT DELAYS WITH TRANSFER CREDITS

## Submit your syllabi before the deadline

To expedite the [course evaluation process](#), please email course syllabi for Pending Transfer Courses (coded TRN XFRPEN) to Undergraduate Admissions at [crediteval@psu.edu](mailto:crediteval@psu.edu).

**DEADLINES:** Spring — March 1 | Summer — June 1 | Fall — October 1

**If you submit syllabi** prior to the deadline, they will be evaluated in a process that can take only 4–6 weeks.

When Penn State faculty conduct evaluations, they assign appropriate course codes to your Pending Transfer Courses, which may apply to your degree program.

The [Transfer Credit Tool](#) is where you may search for the most recent faculty evaluations of transfer courses.

**MET DEADLINE**

**MISSED DEADLINE**

**If you don't submit syllabi by the deadline, the process will take longer.**

Pending Transfer Courses become General Transfer Courses (coded TRN XFRGEN) after the deadline.

Your Transfer Credit Specialist may ask you to provide syllabi for TRN XFRGEN courses. They will work with your program's academic college or department to determine possible application in your degree.

You will be notified via email regarding the determination(s).

### We're here to help!

World Campus Transfer Credit Services  
814-863-5138 | [transfercredit@worldcampus.psu.edu](mailto:transfercredit@worldcampus.psu.edu)

Penn State Undergraduate Admissions Office  
814-865-5471 | [admissions@psu.edu](mailto:admissions@psu.edu)



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