

Viewing your Transfer Credit Report for Institutions Outside of the United States

If you have received your education outside of the United States you will receive a packet in the mail of your Transfer Credit Report (TCR). Your Transfer Credit Report will appear differently from the one that is viewable on CUNYfirst because it gives more detail about the courses you have completed at your prior institution. Below is an example of a Transfer Credit Report for International Colleges along with what to look for:

Transfer Credit Model		Find View All	First	1 of 1	Last	
Academic Career:	UGRD Undergraduate	<input type="button" value="+"/> <input type="button" value="-"/>				
Academic Institution:	BKL01 Brooklyn College					
*Model Nbr:	<input type="text" value="1"/>					
*Transcript Level:	<input type="text" value="Official"/>					
Target Information						
*Academic Program:	UGRD Undergraduate	<input type="checkbox"/> Include in GPA				
Academic Plan:	<input type="text"/>					
Source Information						
*Credit Source Type:	<input type="text" value="Manual"/>					
Source Institution:	<input type="text" value="College Name"/>	<input type="button" value="🔍"/>				
School Type:	<input type="text" value="COL"/> College / Post Secondary					
Transfer Credit Term		Find View All	First	1 of 1	Last	
*Articulation Term:	<input type="text" value="1199"/> 2019 FA	Posted <input type="button" value="+"/> <input type="button" value="-"/>				
		Find View 1	First	1-68 of 68	Last	
*Group*Seq#	<input type="text" value="1"/> <input type="text" value="1"/>					
Status: Posted Details Comments	Incoming Course	Equivalent Course				
	Year:	<input type="text"/>	Ext Term:	<input type="text"/>	Course ID:	<input type="text" value="109870"/> ECON.
	Subject:	<input type="text" value="ECON"/>	Offer Nbr:	<input type="text" value="1"/> 2100	Units Transferred:	<input type="text" value="2.500"/>
	Course Nbr:	<input type="text" value="1"/>	Grading Scheme:	<input type="text" value="UGR"/> UGRD	Grading Basis:	<input type="text" value="TRN"/> Transfer Grades
	Description:	<input type="text" value="MACROECONOMICS"/>	Official Grade:	<input type="text" value="B"/> B	Repeat Code:	<input type="text"/>
	Units Taken:	<input type="text" value="2.50"/>	Designation:	<input type="text" value="RLA"/> Regular Liberal Arts		
	Grade Input:	<input type="text" value="B"/>				

Things to look for:

Transfer Credit Model

Academic Institution: BKL01(Brooklyn College)

Source Information

Credit Source Type: Manual

Source Institution: College Name (Make sure this is the correct college name)

Transfer Credit Term

The **left side** lists all of your courses from your **prior college** and the **right side** lists the **Brooklyn College** equivalents.

Incoming Course:

Year/ Term: The term and year you completed the course

Subject/ Course Nbr: The course you took at your prior college. Because many International colleges do not have Discipline codes and numbers (i.e. Eng 101) The Transfer Evaluations Office will make up one.

Description: Title or description of course from your institution

Units Taken: Translated U.S. number of credits you earned for the course at your prior college

Grade Input: Translated U.S. grade you received for the course at your prior college

Equivalent Course

Course ID: The Brooklyn College equivalent course as per the academic department. If the course is listed as 9999R (ENGL. 9999R, BIOL. 9999R, DEPR 9999R) please provide course descriptions to the Transfer Evaluations Office to send to the departments to get evaluated on your behalf.

Units: The number of credits you have been granted for the Brooklyn College equivalent course. "9999R" courses will be granted credit. This is considered an elective course.

Grade: The grade on the Brooklyn College side should match the grade you received from your prior college. Some students may see a grade of "CR" rather than an actual grade. This is acceptable.

Requirement Designation: This lists the Pathways core requirement that has been fulfilled by the course. It will also display on your Degree Progress report (a.k.a. Degree Works).