## **Transfer Policy**

AUCA students seeking to transfer into the Software Engineering department from other departments or programs will be accepted only if they meet the following requirements.

## What are the Requirements?

- -General AUCA transfer policy requirements:
- 1. Students are eligible to transfer after the first year of study.
- 2. Students must meet all the admission requirements for the chosen major department.
- 3. Students must have a permission from Both Departments
- GPA 2.7 and higher
- -Mathematics Entrance Exam results (minimum 45 points), if less, student should retake the test on mathematics during coming entrance exams

## How to Apply?

Students should submit the following:

- Application Letter requesting transfer stating reasons and career goals.
- Cover sheet with signature from Department Chair of your current program
- Latest AUCA Transcript

Application packets must be received by the SFW Departmet (Room 310) for consideration.

Students meeting the minimum academic requirements will be invited for an interview.