

COURSES AT OTHER INSTITUTIONS

NJCU students wishing to take courses at other institutions must first obtain permission, in the form of a signed waiver, prior to taking the desired courses. Waiver forms are available at the University Advisement Center in Vodra Hall, Room 101, or the Transfer Resource Center in Hepburn Hall, Room 201. Waivers for courses under way or previously taken at other institutions will not be granted. Waivers are not granted for courses equivalent to courses simultaneously offered at NJCU.

Students wishing to substitute a course from another institution for a General Education Program requirement or elective must submit Application for Waiver of General Education Requirement forms for evaluation and approval to their advisors and the Dean of the William J. Maxwell College of Arts and Sciences. Students must then bring the signed waiver forms to the Transfer Resource Center in Hepburn Hall, Room 201. Waivers for courses under way or previously taken at other institutions will not be granted. Waivers are not granted for courses equivalent to courses simultaneously offered at NJCU.

Students wishing to substitute courses from other institutions for requirements or electives in their major programs must submit Waiver of Major Requirement forms for evaluation and approval to their advisors and major department chairpersons to the Transfer Resource Center in Hepburn Hall, Room 201. Waivers for courses under way or previously taken at other institutions will not be granted. Waivers are not granted for courses equivalent to courses simultaneously offered at NJCU.

In all cases, if any student will receive transfer credit for courses taken at other institutions, then the student must earn grades of "C" (2.0) or better in those courses.

Students matriculated at NJCU cannot receive financial aid as visiting students at other schools. However, students should check with the financial aid office of the schools they are visiting to determine whether there exist consortium agreements with NJCU, for purposes of enrollment there. Such agreements must be reviewed and processed by the financial aid offices at each school. Supporting statements indicating that the course(s) will be credited toward a student's degree requirements must also be submitted.