

# Transfer Credit Appeal

Version 7

Published 11/8/2021 by [Gerald Encabo](#) Last updated 5/28/2024 10:51 AM by [Ingrid Scheepers](#)

---

To request a re-evaluation of a transfer credit decision, you must submit a complete Transfer Credit Appeal within 30 days of the original decision date.

Please complete the following steps to submit a Transfer Credit Appeal:

1. Log in to Student home.
2. Select the "Academics Records" tile.
3. Select the "Transfer Credit Options" tab.
4. Select Transfer Credit Appeal
5. Fill in the required fields.
6. Attach any new or additional supporting documentation which will assist the program of study when reviewing your request.
7. Attach a copy of the [course outline](#).

Once a decision has been made, you will be notified by email to your Seneca email account.

[Learn more about transfer credits.](#)

tags : registrar-form