

# Transfer Credit Appeal

Version 10

Published 2/14/2022 by [Gerald Encabo](#) Last updated 5/28/2024 12:56 PM by [Danielle Totino](#)

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 follow the below steps to submit a complete 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. Please note that new or additional supporting documentation is required.
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 : transfer-credit