

## **School to School Transfer and Re-Enrollment**

### **How do I apply for a School to School Transfer?**

Please go to the [School to School Transfer](#) page.

### **Who do I contact for an update on my application status?**

Please contact [Lucille Foster](#), the Assitant Dean here at RBS.

### **When will my credits be updated?**

For School to School Transfer students:

- Once a student attends the Newly Enrolling student registration, and registers for the semester in which they are admitted, updates will be completed by the end of the following semester.  
Please contact [Shirnel Jean Baptiste](#)

For Re-enrolling Students:

- Updates are done once the semester in which the student is re-enrolled begins  
Please contact [Benjamin Lohmann](#)

### **How do I get in contact with my advisor?**

Please go to [Contact Us Page](#) to find your advisor's contact information.

### **My courses do not fit in Degree Navigator**

Unfortunately, courses taken at other Rutgers divisions, such as New Brunswick or Camden, may not fit perfectly into the Rutgers-Newark system. Advisors are able to provide substitutions for courses if in fact there are direct equivalents.

### **The system is saying that I do not have the pre-requisite but I have taken them?**

Most pre-requisites are in our systems, unfortunately, for those that are not, you will need to meet with you advisor for a pre-requisite over-ride.

### **How do I apply for Re-Enrollment?**

Please go to the [Re-Enrollment](#) application page.

### **What do I do if I attended another college whilel absent from Rutgers?**

Students are to send their official College transcripts to

65 Davidson Road – Room 202'  
Piscataway, NJ 08854-8097

**Do my courses Expire?**

Yes, As of Spring 2018 business courses taken seven or more years ago need to be retaken.

**I was out of school for more than one semester, what happens?**

Students who have been away from Rutgers for more than one semester are required to follow any curriculum changes that occur during their absence from Rutgers.