



School of
INFORMATION STUDIES
SYRACUSE UNIVERSITY

Intra-University Transfer Application

Please print clearly.

Name: _____ Date: _____

SUID#: _____

E-mail address: _____

Local Phone #: _____

Current Major(s): _____

Current Minor(s): _____

Cumulative GPA: _____ Number of Credits Completed: _____

| IST Courses Taken | Grade (if completed) |
|-------------------|----------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

In one to two paragraphs, please explain why you want to change your major to information management and technology.

OPTIONAL: Submit a short essay (2-4 pages) describing an experience where you were in a leadership position, or were instrumental in, taking a project from its idea stage through to successful completion. Include the following:

- The situation/problem
- The proposed solution/action
- How you got involved with this problem
- What you actually did, why you did it, and how it helped the project
- The current status of the project
- What you learned from the experience

FOR OFFICE USE ONLY:

Signature _____

School of Information Studies

Intra-University Transfer Application Directions

Step One: Meet with the Undergraduate Program Director or Undergraduate Academic Counselor

Professor Susan Bonzi

Undergraduate Program Director
School of Information Studies
4-289 Center for Science and Technology
Phone: 315-443-5609
smbonzi@mailbox.syr.edu

Elaine Morgan

Undergraduate Academic Counselor
School of Information Studies
Student Services Office
4-206 Center for Science and Technology
Phone: 315-443-1830
emmorgan@syr.edu

Step Two: Complete the Application Form

Please fill out the application form on the reverse side and return it to us, along with a *transcript* of your Syracuse University courses and grades. If you have transfer credit from another institution, please provide a copy of your transcript from that institution as well. The School of Information Studies will consider your application *after* you have completed 30 credits.

The Undergraduate Program Director and the Undergraduate Academic Counselor will review your application and transcript. The reviews will take place approximately three times during the school year. You will receive an email with the results of the application review as soon as we make our decisions. However, your chances of being admitted are slim due to the number of students enrolled in the program.

Step Three: Return the Completed Application

Return the completed application to:

Elaine Morgan
Undergraduate Academic Counselor
School of Information Studies
Student Services Office
4-206 Center for Science and Technology
Phone: 315-443-1830
emmorgan@syr.edu