

*“How can I take a course at another College or University and transfer it back for my degree at Commonwealth?”*

**START**

Transfer equivalencies that already exist for other institutions transferring into Commonwealth University can be viewed by going to <https://patrac.org>

Once you find a course you would like to take, contact the Office of the Registrar to request a form for **Prior Approval of Transfer Credit.** [registrar@commonwealthu.edu](mailto:registrar@commonwealthu.edu)

Your completed Prior Approval Form will be kept on file to guarantee your course transfer in the event the equivalency is reevaluated.

Once the course has been taken and graded, contact the other institution to request an official transcript be sent to Commonwealth U.

**FINISH**



**Go to PATRAC.ORG**

From the home page, find the “Quick Links” list to the right of the page, and choose “Search for Course Equivalencies”

**Quick Links**

- [Participating PA TRAC Colleges](#)
- [Search for Course Equivalencies](#)
- [Search for Exam Equivalencies](#)
- [Plan Your Transfer](#)
- [Transfer Courses](#)

**Search**

**Search for Equivalencies**

Find courses that transfer to and from PA TRAC colleges and universities.

Include only participating Pennsylvania institutions.

Transfer From College: \*

*Start typing to see results*

*(Type the name of a College, University or Exam)*

Transfer To College: \*

Commonwealth University of Pennsylvania

*(Select All, or a College or University of Interest)*

**Transfer From College:**

Enter the name of the College or University that you are interested in attending

**Transfer To College:**

**Commonwealth University of Pennsylvania**

To search for a specific course, click “Refine Search”

Enter the **Course Prefix** and **Course Number** for the **COMMONWEALTH** course that you want/need it to transfer back in as. This will show you the specific course equivalency at the other institution.

**\*\*\*If you are not able to find an existing equivalency for the course you would like to take,** it simply means that we do not yet have an equivalent on file for this course at that institution. You may send external course information to the Registrar’s Office to request an evaluation. **Include the specific school name, course subject, course number and title.**

[registrar@commonwealthu.edu](mailto:registrar@commonwealthu.edu)