



Internal Transfer between colleges

UAEU regulations allow students to transfer internally from one college to another only once during their degree programs. Students are required to submit their transfer requests electronically or via the UAEU app within the deadlines outlined in the academic calendar. To be eligible for transfer, students must meet all conditions specific to each college.

التحويل من كلية إلى أخرى داخل الجامعة

تتيح أنظمة الجامعة للطالب إمكانية التحويل من كلية إلى أخرى بناءً على رغبته الشخصية مرة واحدة طوال فترة دراسته. يجب على الطالب تقديم طلب التحويل إلكترونياً أو عبر تطبيق الهواتف الذكية (UAEU app) ضمن المواعيد المحددة في التقويم الجامعي. لقبول طلب التحويل، يجب على الطالب تحقيق كافة الشروط الخاصة بكل كلية.

To navigate the UAEU portal and initiate a college transfer, follow these steps:

1. Go to the UAEU portal: <https://my.uaeu.ac.ae>.
2. Select “eServices” from the menu.
3. Click on “Student”.
4. Find and click on “Student College Transfer” to begin the transfer process.

[Previous](#)

College Transfer

General Internal Transfer Conditions:

- Internal transfer to any college may be limited due to instructional capacity and admission standards required to maintain international accreditation or recognition held by the College.
- Internal transfer to any college requires complete any College-wide degree requirements, either through enrollment or substitution of equivalent credit and tests score set by the college.
- The student must be in Good Academic Standing (Students who are under probation are not allowed to apply for internal transfer).
- Student must contact the Advising Unit to know their required transfer conditions such as:
- For specific college transfer requirements [Click Here](#)
- Students are normally allowed to transfer only once during their UAEU degree programs.
- Student who has scholarships must provide approval from their sponsorship and upload in the system.
- A student should not have finish more than 50% of credit hours in his/her current college in order to apply for Internal transfer.
- Special limitations and academic qualification requirements apply to transfer into the College of Medicine and Health Sciences (you can check college website for these requirements).
- Student may check the status of their transfer application through e-Services
- Cancellation of transfer application must be done before the Add/ Drop week through e-Services.

1 اختيار الكلية والتخصص (رغبة أولى) اجباري

First College * required First Major * Second Major

Select a college * Select a major Select a Second major

2 اختيار الكلية والتخصص (رغبة ثانية) اختياري

Second College First Major Second Major

Select a second college Select a major Select a Second major

Reason/ Comments (Max 300 character)

Reason/ Comments

[Cancel](#)[Submit](#)

3



View Application Status

عرض حالة الطلب

Request Number	Service Description	Request Desc	Request Date	Status	
17833	Request for Inter-College Transfer	Fall 2024	13/11/2024	In Progress	1

View Details

Term
Fall 2024

College

Choice	College	First Major	Second Major	Date	Comment	Status
First Choice	Business & Economics	Accounting		---	---	Pending 2

How to cancel a transfer request

طريقة إلغاء طلب التحويل

Request Number	Service Description	Request Desc	Request Date	Status	
17831	Request for Inter-College Transfer	Fall 2024	13/11/2024	In Progress	1

Cancel Request

Cancel Request
Do you want to cancel this request?

2

Request has been Canceled Successfully. X **3**

**Important Notes:**

1. The list of colleges available for transfer different for each student based on admission criteria required for each college.
2. The student must be in Good Academic Standing (Students who are under probation are not allowed to apply for internal transfer).
3. A student should not have finish more than 50% of credit hours in his/her current college in order to apply for Internal transfer.
4. Students who have a scholarship need approval from the sponsoring, and must be attached to the online application.
5. **The student can cancel or modify the transfer request electronically before the college's decision.**

ملاحظات هامة:

1. قائمة الكليات المسموح للطالب بالتحويل إليها تختلف من طالب لآخر، حسب معايير القبول المعتمدة والمطلوبة لكل كلية .
2. يجب أن يكون الطالب في وضع أكاديمي جيد (حيث لا يُسمح للطلاب المنذرين بالتحويل).
3. ألا يكون الطالب قد أنجز أكثر من (50%) من الساعات المعتمدة في كليته الحالية .
4. يحتاج الطلاب الذين لديهم منحة إلى موافقة من الجهة المانحة، ويجب إرفاق هذه الموافقة في الطلب الإلكتروني.
5. **يمكن للطالب إلغاء طلب التحويل إلكترونياً أو تعديله قبل أن يتم إدخال قرار الكلية.**