INTER-CAMPUS TRANSFER APPLICATION

Florham/Madison Campus
285 Madison Avenue, M-MS0-04
Madison, NJ 07940
Phone: (973) 443-8600
Fax: (973) 443-8616

Metropolitan Campus
1000 River Road, T-KB1-05
Teaneck, NJ 07666
Phone: (201) 692-2472
Fax: (201) 692-2209

Current Campus: ____________________ (Please submit form to Current Campus for processing.)

Current Academic Program: ____________________

NOTE: If you are changing your Academic Program – submit form w/ signed change of Academic Program form

Name: ____________________________
Student ID #: _______________________
Contact Phone: _______________________
E-Mail: _____________________________

Intended Campus: ____________________  Intended Semester of Transfer: Fall 20_____

Spring 20_____

Student’s signature: ______________________ Date: ___/___/___

INSTRUCTIONS:

1) In order to ensure adequate processing for a campus transfer, the deadlines for filing are:
   o August 1st - Fall Semester       o December 1st - Spring Semester

2) If you are currently receiving Financial Aid, please notify the Financial Aid Office on your current
   home campus of your intent to transfer.

3) If you are a resident student, please notify the Office of Residence Life of any housing changes.

OFFICE USE ONLY

Send the processed “Inter-campus application” along with the student’s Admissions Folder to the “Intended
Campus” - BREAKDOWN AS FOLLOWS:

MADISON: To the Office of Enrollment Services, M-MS0-04

TEANECK: BAILS – Dean Swanzey (H-EWC-01)
            HRTM – Tami Flanagan (H-DH2-14)
            UNIVERSITY/SILBERMAN – June Giardina (T-RH2-04)

SPRO Updated: ___/___/___  Location Updated: MAD/TEA___/___/___ Processed by: _______________
Check Student Type _____ then, run through BILL on date: ___/___/___ & initial ______

Reviewed by: Dean Swanzey on ___/___/___ Tami Flanagan ___/___/___ June Giardina ___/___/___
(Once reviewed: Return paperwork/folder to: The Office of Enrollment Services, Records T-KB1-05)