**Internal Transfer to Department of Environmental Resources Engineering, SUNY ESF**

We appreciate your interest in transferring into ERE. Due to the popularity of this program, we have not been able to admit all qualified internal transfer applicants. In the past two semesters, we have averaged a 20% acceptance rate for internal transfers. In cases when the transfer is denied, ERE courses that are taken to help in your transfer decision may not count toward your non-ERE major, but may help in applications to graduate school or jobs; they indicate your interest and abilities in engineering and provide you a perspective on this field.

**Considerations for Acceptance**

1. Cumulative GPA ≥ 3.0 for students who completed at least 1 semester at ESF or high school GPA and SAT above threshold used to accept freshmen.
2. Demonstrated proficiency in courses related to the ERE program of study. ERE courses are listed in the ESF Catalog - [http://www.esf.edu/catalog/ere.asp](http://www.esf.edu/catalog/ere.asp).
3. Demonstrated prior experiences and future ambitions related to the ERE program of study.
4. Capacity of the ERE program to fit additional students into a class year given course enrollment limits.

**Application Packet, Email, & Interview**

1. Application Packet
   a. A Statement of Purpose (~500 words) reflecting on how the ERE degree advances your goals and how curricular and extracurricular activities have prepared you for the ERE program;
   b. Your high school transcript if a freshman student;
   c. Your ESF Grade Report;
   d. Your ESF Curriculum Plan Sheet;
2. Email items a-d in the application packet as a single PDF document to the ERE Chair, Ted Endreny, te@esf.edu, and copy the ERE Secretary, Teri Frese, tefrese@esf.edu.
   a. The application deadline is October 1 in the fall semester, March 1 in the spring semester
   b. The email subject line should read: “Transfer Application: Last Name_First Name”.
   c. The email should request an interview with the UC within 2 weeks of the application deadline. The interview is to discuss your application for transfer.
3. If your transfer is approved, complete a Change of Major Form

**Application Review & Notification Process**

a. Your application packet and interview will be considered by the ERE Undergraduate Coordinator and the ERE Chair. They may confer with other ERE faculty and ESF admissions in the application review.

b. Decisions of acceptance are made by November 1 and by April 1 of each academic year and candidates should be notified prior to the deadline for scheduling next semester classes.

C. Students who were not accepted for transfer admission into ERE due to lack of space may consider reapplying when the ERE program has had ERE students transfer out of the equivalent class year.