

# TESS Transfer Tool Guide

Welcome to the TESS Self-Service Tool. The enclosed guide is intended to help you navigate through this tool. You will find each of the sections outlined below with an additional explanation of what is required.

**NOTE: This is an unofficial articulation of your credits. The results are based on how OSU has transferred in credits in the past and how they are currently recorded in our system.**

Courses might not appear on your unofficial articulation for a couple different reasons:

1. The course has never been transferred in to OSU
2. It is a new course that we have not yet articulated and added to our system.
3. Limitations of the tool do not automatically articulate all of the courses of the Oregon Transfer Degrees (ASOT, AAOT, ASOT-B)

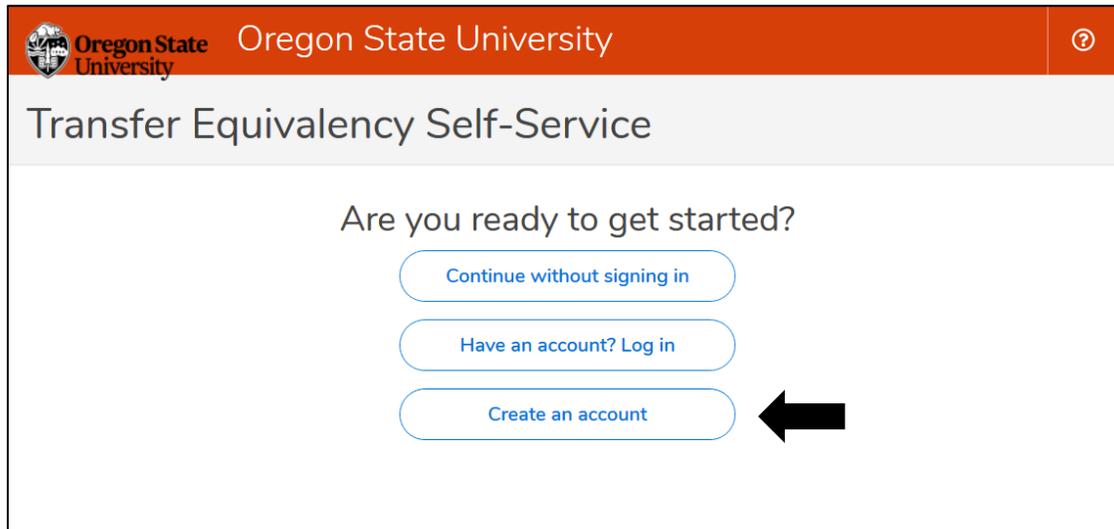
Please be sure to contact a Transfer Admissions Advisor at the end of the tool to discuss any missing courses.

## In This Guide

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2. [The Basics- Tell us your plans](#)
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## Getting Started

Though you CAN use this tool without creating an account, we HIGHLY recommend you create an account first so you can save your results and adjust them later if needed.



Oregon State University

### Transfer Equivalency Self-Service

Are you ready to get started?

[Continue without signing in](#)

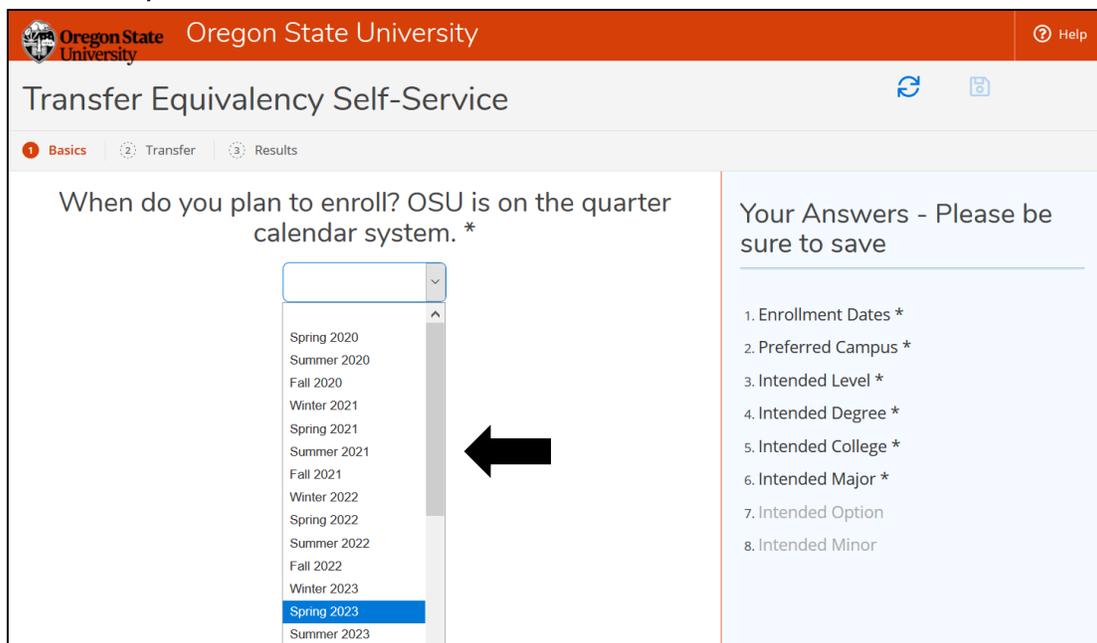
[Have an account? Log in](#)

[Create an account](#)

## The Basics- Tell us your plans

In this next section, you'll provide information regarding when and what you plan to study at OSU

### 1. Choose your term of Enrollment



Oregon State University

### Transfer Equivalency Self-Service

Basics | Transfer | Results

When do you plan to enroll? OSU is on the quarter calendar system. \*

Spring 2020  
Summer 2020  
Fall 2020  
Winter 2021  
Spring 2021  
Summer 2021  
Fall 2021  
Winter 2022  
Spring 2022  
Summer 2022  
Fall 2022  
Winter 2023  
**Spring 2023**  
Summer 2023

Your Answers - Please be sure to save

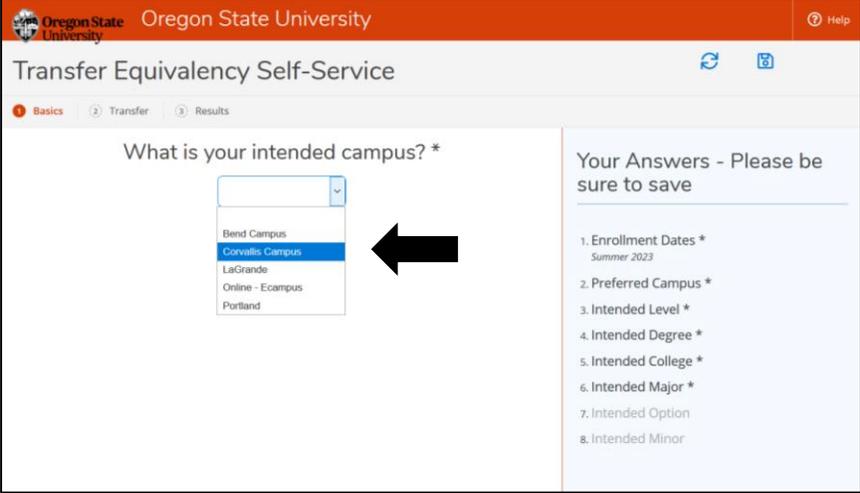
1. Enrollment Dates \*
2. Preferred Campus \*
3. Intended Level \*
4. Intended Degree \*
5. Intended College \*
6. Intended Major \*
7. Intended Option
8. Intended Minor

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## 2. Choose your preferred campus

Complete your degree at one of many OSU campuses. Degree offerings at each campus vary. Choose between:

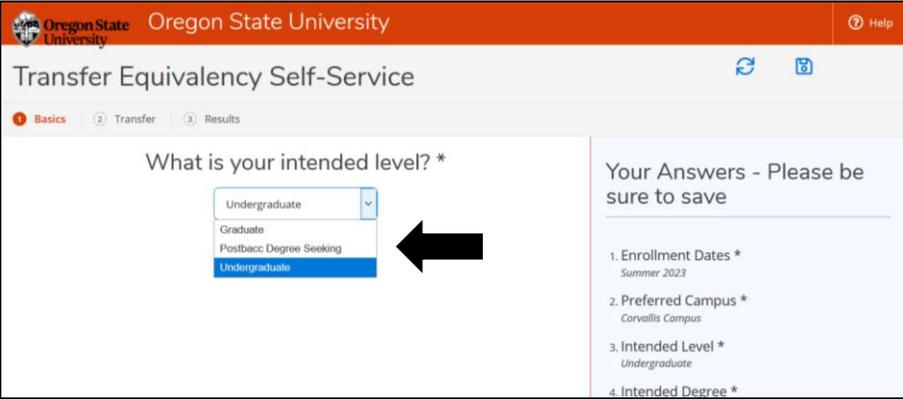
- Bend- Cascades campus (in-person)
- Corvallis Campus (in-person)
- LaGrande ( in-person) – Programs in Cooperation with Eastern Oregon University.
- Online (Ecampus –Anywhere you are)
- Portland (PDX Center hybrid, select programs only)



The screenshot shows the Oregon State University Transfer Equivalency Self-Service interface. The page title is "Transfer Equivalency Self-Service" and the breadcrumb trail is "Basics > Transfer > Results". The main question is "What is your intended campus? \*". A dropdown menu is open, showing the following options: Bend Campus, Corvallis Campus (highlighted in blue), LaGrande, Online - Ecampus, and Portland. A black arrow points to the "Corvallis Campus" option. To the right, under "Your Answers - Please be sure to save", the following information is displayed: 1. Enrollment Dates \* Summer 2023, 2. Preferred Campus \* Corvallis Campus, 3. Intended Level \*, 4. Intended Degree \*, 5. Intended College \*, 6. Intended Major \*, 7. Intended Option, and 8. Intended Minor.

## 4. Choose your intended level

- Graduate – You have a Bachelor’s degree and now want to earn a Masters, PhD or other advanced degree
- Postbacc Degree Seeking – you have a Bachelor’s Degree and you want to earn another credential.
- Undergraduate – You have never completed a Bachelor’s Degree



The screenshot shows the Oregon State University Transfer Equivalency Self-Service interface. The page title is "Transfer Equivalency Self-Service" and the breadcrumb trail is "Basics > Transfer > Results". The main question is "What is your intended level? \*". A dropdown menu is open, showing the following options: Undergraduate (highlighted in blue), Graduate, and Postbacc Degree Seeking. A black arrow points to the "Undergraduate" option. To the right, under "Your Answers - Please be sure to save", the following information is displayed: 1. Enrollment Dates \* Summer 2023, 2. Preferred Campus \* Corvallis Campus, 3. Intended Level \* Undergraduate, and 4. Intended Degree \*.

## 5. Choose your intended degree

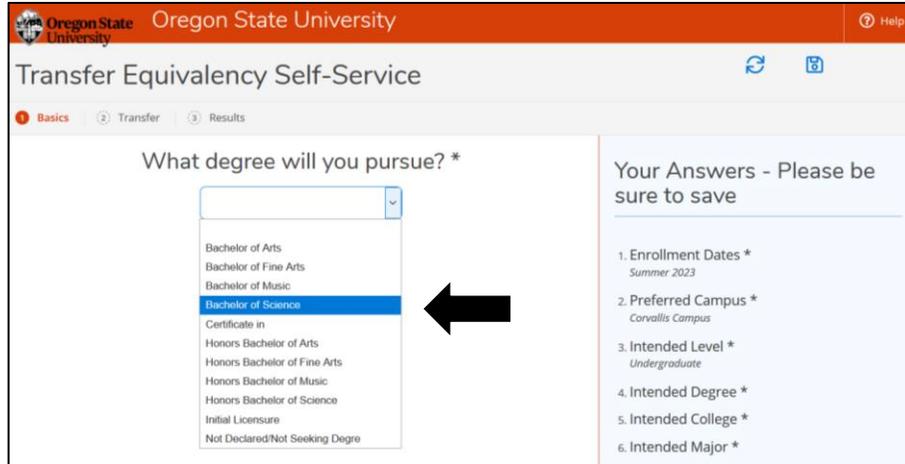
If you need assistance determining what type of degree fits your major, please visit:

<https://admissions.oregonstate.edu/find-your-major>

- **Bachelor of Arts (BA Degree):** The Bachelor of Arts degree is conferred for broad and liberal education in humanities, arts, social sciences, and sciences. College BA requirements provide:
  1. a breadth of preparation in these fields that is significantly greater than that required of all undergraduates through the baccalaureate core; and
  2. foreign language proficiency certified by the School of Language, Culture, and Society as equivalent to that attained at the end of the second year course in the language (can be fulfilled at the community college level)

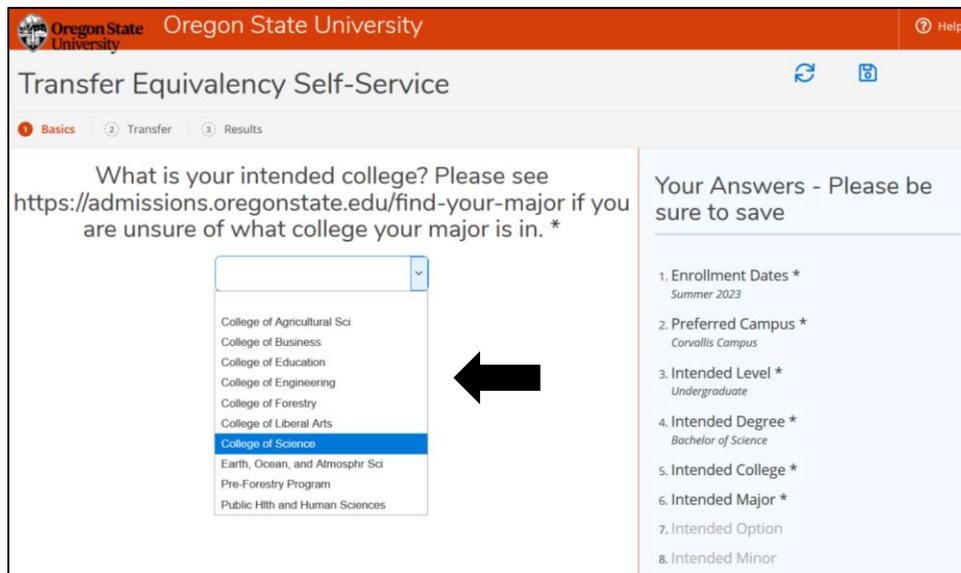
Proficiency in American Sign Language equivalent to that attained at end of the second year also meets the BA language requirement.

- **Bachelor of Fine Arts (BFA Degree):** The bachelor of fine arts is a professional degree requiring a minimum of 105 credits in the visual arts.
- **Bachelor of Science (BS Degree):** The Bachelor of Science degree is conferred for focused curricula that emphasize scientific ways of knowing and quantitative approaches to understanding in the sciences and social sciences, and for curricula in professional fields.
- **Certificate In:** Some colleges offer specialty certificates. Please check with your program website to determine what is offered in your desired discipline.
- **Honors Degree:** Any student wishing to participate in the Honors College should select the appropriate BA, BS, or BFA degree with “Honors” listed.
- **Initial Licensure:** For programs that require special licensure such as Education (teacher licensure) or Counseling (mental health licensure).
- **Not Declared/Not Seeking Degree:** Select this option if you are simply wanting to see how a course or courses will transfer over without knowing how they fulfill degree requirements



6. Choose your intended degree

All OSU Degrees are designated to a specific college within the university. Choose from the list of colleges that best fits to your interest. If you are unsure of the college for a specific major, click on the link below and a new page will open with the OSU catalog and type in your major of interest <https://admissions.oregonstate.edu/find-your-major>



## 7. Choose your intended major, option, and/or minor

Oregon State University

### Transfer Equivalency Self-Service

1 Basics 2 Transfer 3 Results

What is your intended major? \*

- Biology
- BioHealth Sciences
- Biochemistry and Biophysics
- Biochemistry and Molecular Biology
- Biology**
- Chemistry
- Mathematics
- Microbiology
- Physics
- Sustainability
- Zoology

Your Answers - Please be sure to save

1. Enrollment Dates \*  
*Summer 2023*
2. Preferred Campus \*  
*Corvallis Campus*
3. Intended Level \*  
*Undergraduate*
4. Intended Degree \*  
*Bachelor of Science*
5. Intended College \*  
*College of Science*
6. Intended Major \*  
*Biology*
7. Intended Option

**NOTE:** Some degrees have options/minors built in to the major. Be sure to choose appropriately if this is the case. If you have the choice to add an option and would like to do so, please choose one.

Similarly, minors are not broadly required at OSU but if you have a secondary interest that you would like to peruse. Please choose a minor from the list.

Oregon State University

### Transfer Equivalency Self-Service

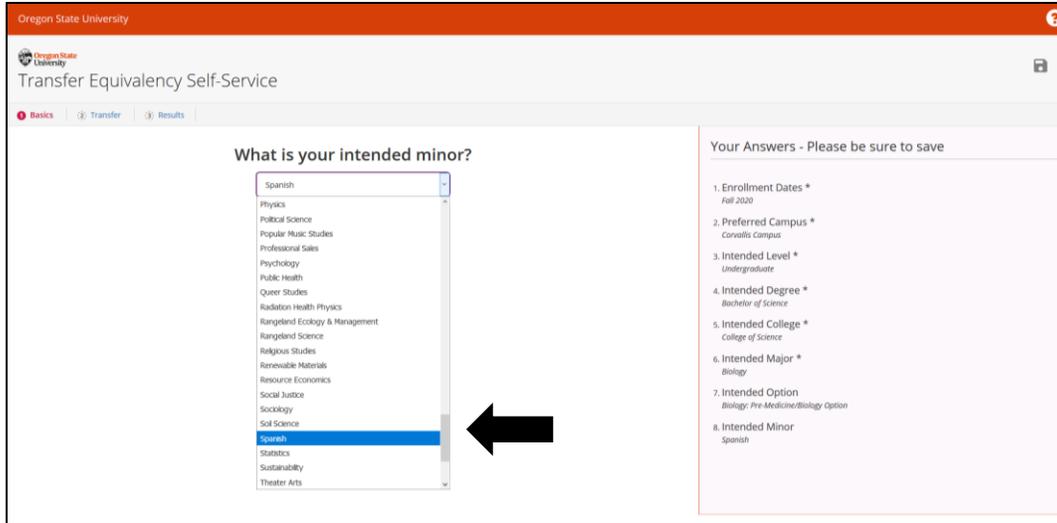
1 Basics 2 Transfer 3 Results

What is your intended option (concentration)? Please choose an option listed under your selected major.

- BioHealth: Pre-Dentistry
- BioHealth: Pre-Medicine/Pre-Podiatry
- BioHealth: Pre-Optometry
- BioHealth: Pre-Pharmacy
- BioHealth: Pre-Physical Therapy
- BioHealth: Pre-Physician Assistant
- Biochem & Biophys: Advanced Biophysics
- Biochem & Biophys: Neuroscience
- Biology: Ecology Option
- Biology: Genetics Option
- Biology: Marine Biology Option**
- Biology: Physiology and Behavior Option
- Biology: Pre-Dentistry/Biology Option
- Biology: Pre-Education Biology Option
- Biology: Pre-Medicine/Biology Option

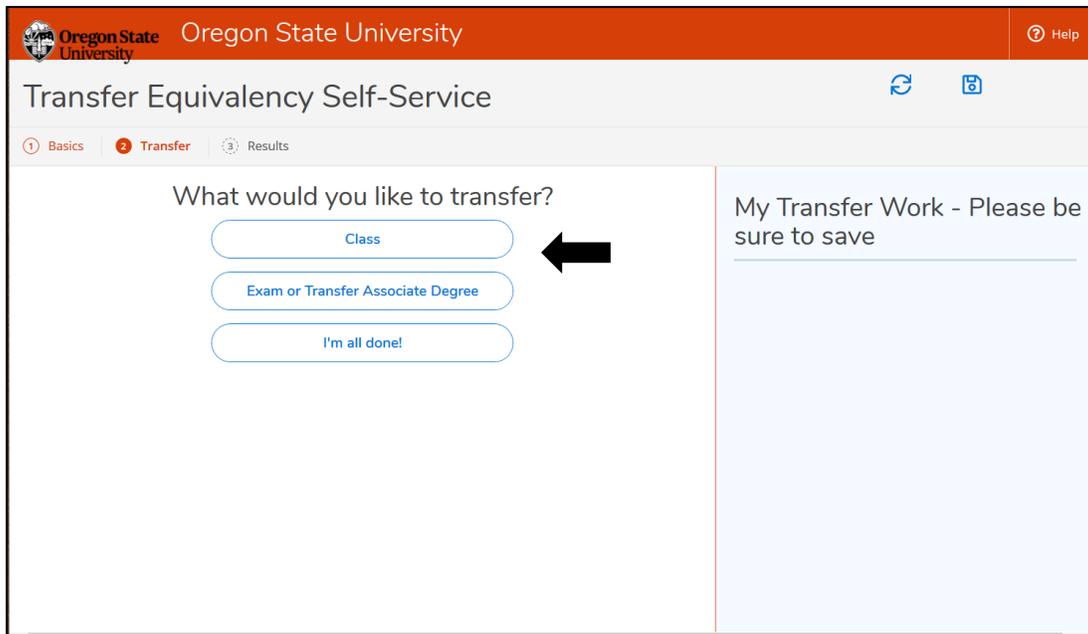
Your Answers - Please be sure to save

1. Enrollment Dates \*  
*Summer 2023*
2. Preferred Campus \*  
*Corvallis Campus*
3. Intended Level \*  
*Undergraduate*
4. Intended Degree \*  
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5. Intended College \*  
*College of Science*
6. Intended Major \*  
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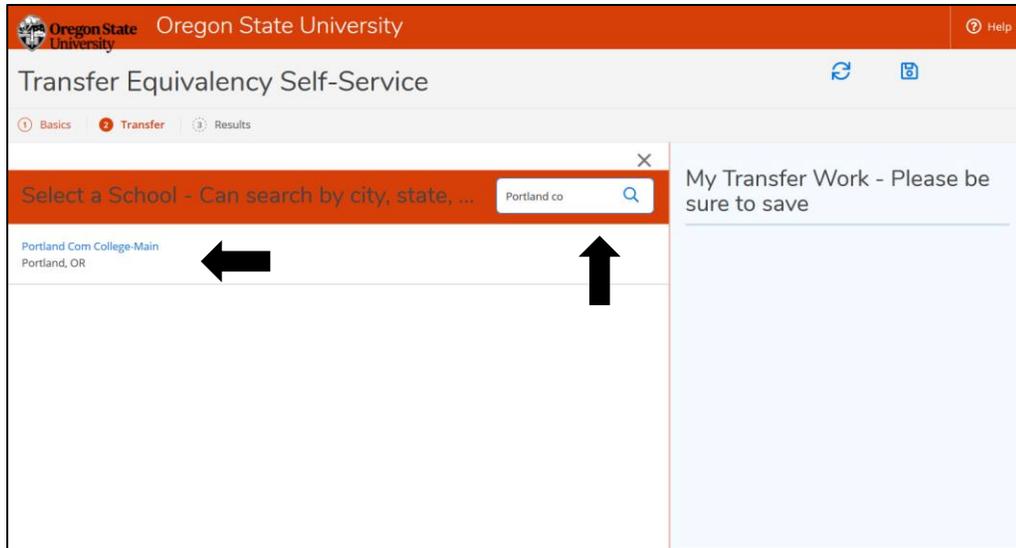
## Entering Your Coursework

In this section, you'll have the opportunity to enter the classes you have taken and completed at previous institutions

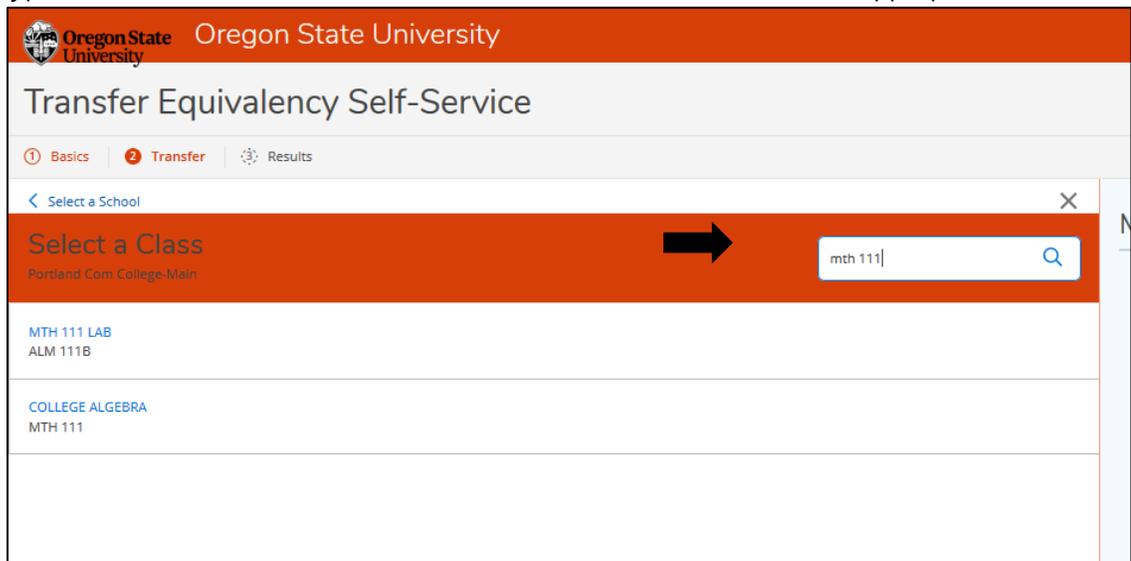


Searching by class:

1. Type in the name of the Institution and select



2. Type in either the title/name or course number of the course and select appropriate course



3. Complete the details related to when you took the course, number of credits, and grade received.

Transfer Equivalency Self-Service

Basics Transfer Results

Select a Class

### Class Information

Portland Community College Main

Selected Class  
COLLEGE ALGEBRA  
MTH 111

What was the term? \*  
Winter 2011

How many credits did you receive? \*  
4.0

What was your grade? \*  
A

What type of credits? \*  
Quarter Term

Add another class from this school

Proceed

My Transfer Work - Please be sure to save

4. Upon entering the details, either select the box to “add another class from this school” or select “Proceed” if this is the only course you need to evaluate.

Transfer Equivalency Self-Service

Basics Transfer Results

Select a Class

### Class Information

Portland Community College Main

Selected Class  
COLLEGE ALGEBRA  
MTH 111

What was the term? \*  
Winter 2011

How many credits did you receive? \*  
4.0

What was your grade? \*  
A

What type of credits? \*  
Quarter Term

Add another class from this school

Proceed

My Transfer Work - Please be sure to save

NOTE: As you add courses, they will appear to the right hand side of the screen. **Be sure to save your work!!**

The screenshot shows the 'Transfer Equivalency Self-Service' interface. On the left, under 'Class Information', the selected class is 'ENGLISH COMPOSITION WR 121'. The user has entered 'Winter 2018' for the term, '5.0' for credits received, 'B' for the grade, and 'Quarter Term' for the credit type. A 'Proceed' button is at the bottom. On the right, under 'My Transfer Work - Please be sure to save', a list of classes is shown. The first class is 'MTH 111 - COLLEGE ALGEBRA' (Winter 2011, Grade A, 4.0 credits). The second class is 'WR 121 - ENGLISH COMPOSITION' (Winter 2018, Grade B, 5.0 credits). A black arrow points to the 'WR 121' class in the list, and another black arrow points to the top right corner of the interface.

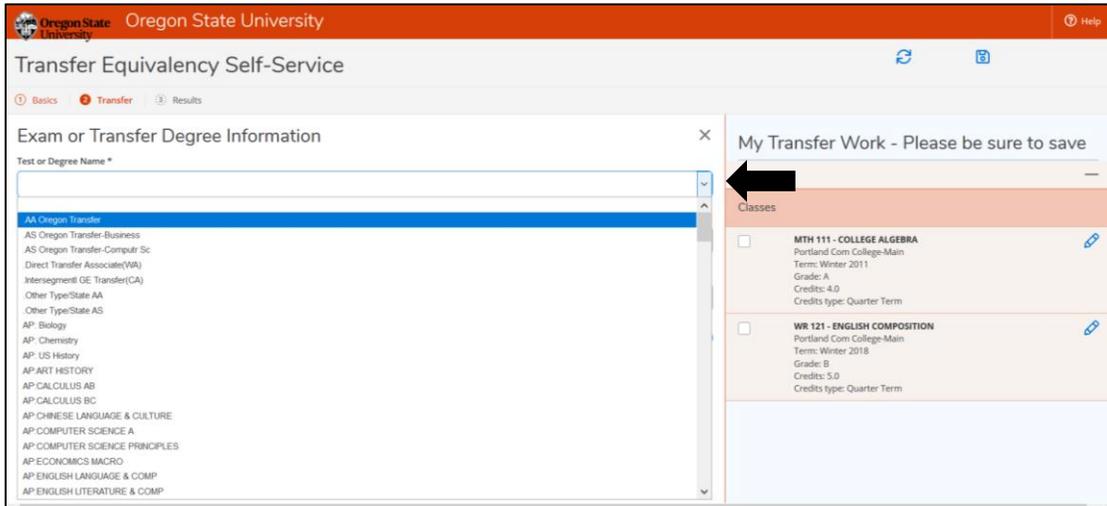
## Entering Your Exams or Transfer Associate Degree

In this section, you'll have the opportunity to enter the exams or associate degrees completed at previous institutions

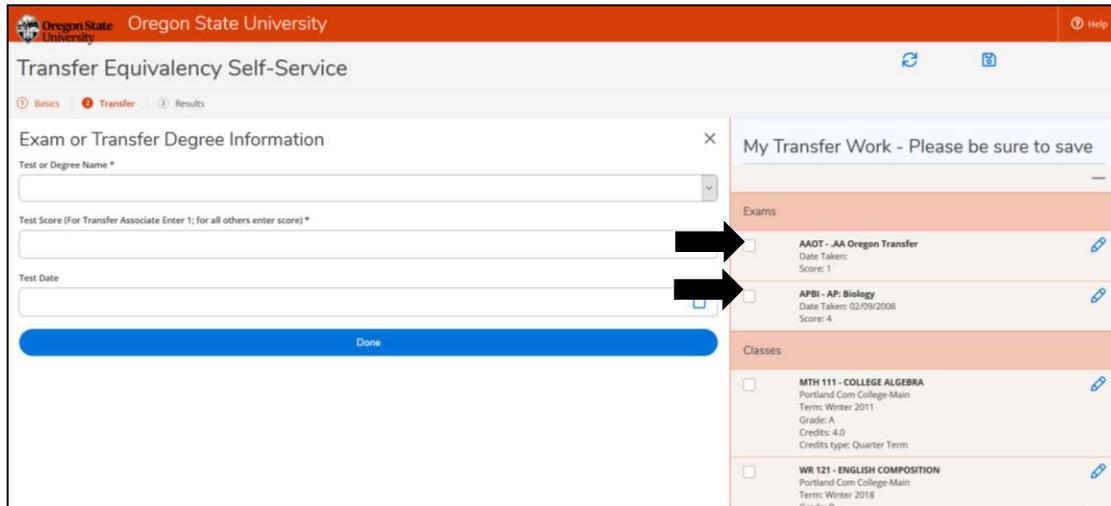
The screenshot shows the 'Transfer Equivalency Self-Service' interface at Oregon State University. The main heading is 'What would you like to transfer?'. There are three buttons: 'Class', 'Exam or Transfer Associate Degree', and 'I'm all done!'. A black arrow points to the 'Exam or Transfer Associate Degree' button. On the right, there is a section titled 'My Transfer Work - Please be sure to save'.

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1. This “Test Name” section allows you to select tests OR Associate Degrees completed (Associate Degrees are listed at the bottom of the “Test Name” drop-down options)

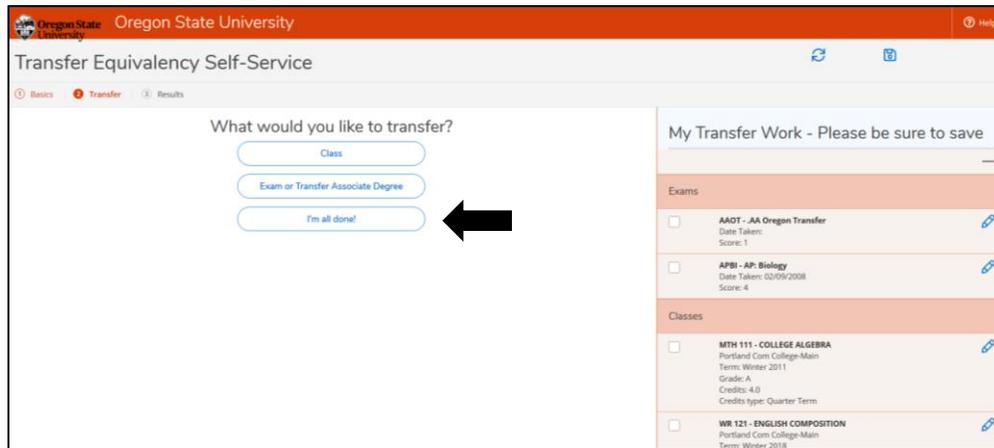


2. Enter each test or degree individually (selecting “Done” will add them to your list) and they will appear on the right hand side of the screen under “My Transfer Work”



# Viewing Your Results

Once all courses, degrees, and tests have been entered, select "I'm All Done"

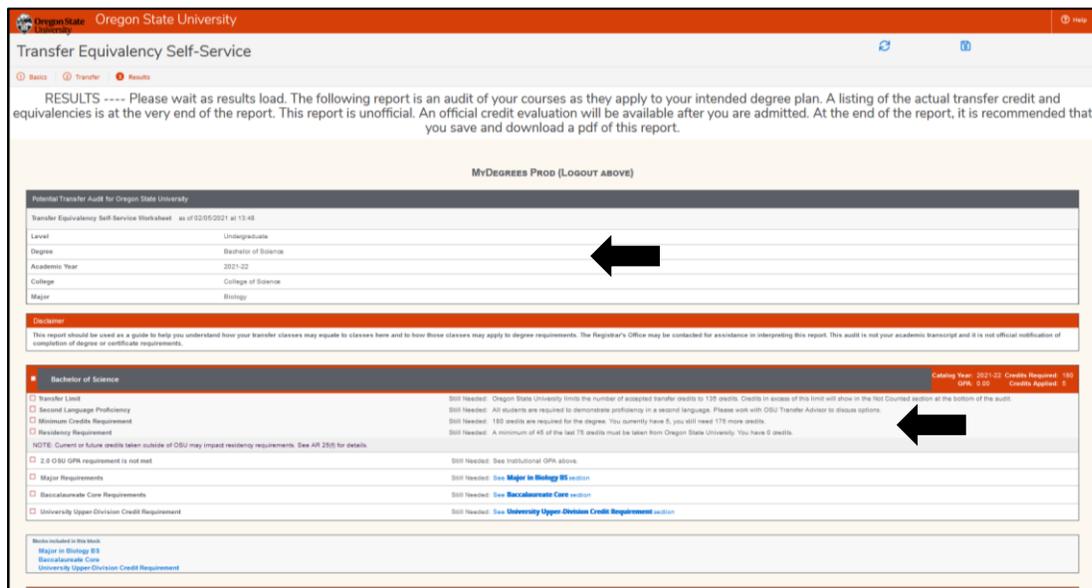


Please allow several minutes for the results to process....

Your results will appear as a Degree Audit:

First, you will see your basic information section (level, degree, college, etc.)

Then you will see a breakdown of the components of your degree (major requirements, GPA requirements, residency requirements)



The following sections provide more specifics on whether or not your previous coursework has fulfilled the individual course year requirements for the major, minor, and/or options you've selected.

If you still need specific courses, you will see those listed with "Still Needed" written beside the course requirement.

Major in Biology BS		Catalog Year: 2021-22	GPA: 0.00
<input type="checkbox"/> Upper-Division Residency in Major Requirement	Still Needed: A minimum of 15 credits of upper-division coursework in the major must be taken at OSU. You have 0 and need 15 more.		
<input type="checkbox"/> Minimum GPA in the Major Requirement	Still Needed: You have not satisfied your required 2.0 GPA in major classes.		
<input type="checkbox"/> Minimum Credits in MTH, CS, ST Requirement	Still Needed: The College of Science requires a minimum 12 credit/MT, ST, and intro computer courses. You currently have 0 credits. 12 more are needed.		
<b>BIOLOGY CORE</b>			
Your GPA in major classes is 0.00. Transfer courses are not included in major GPA.			
<input type="checkbox"/> First Year Seminar	Still Needed: Choose from 1 of the following:		
Students must complete BI 197 or 198 and BI 298 during the first year of attendance at OSU			
(1 Class in BI 197) or			
(1 Class in BI 198)			
<input type="checkbox"/> Professional Development for Biologists II	Still Needed: 1 Class in BI 298		
Complete: Baccalaureate Core "Public Speaking"	COMB 111 Satisfied by	"PUBLIC SPEAKING" COMB 111 - PUBLIC SPEAKING - Portland Com College-Main	A 3 2017 Spring
Complete: Baccalaureate Core Writing II	WR 227 Satisfied by	"LD, TECHNICAL WRITING" WR 227 - TECHNICAL WRITING I - Portland Com College-Main	A 3 2018 Summer
<input type="checkbox"/> Calculus or Mathematics for Life Sciences	Still Needed: Choose from 1 of the following:		
(2 Classes in MTH 261* or 262*) or			
(2 Classes in MTH 227* or 228*)			
<input type="checkbox"/> Introduction to Statistical Methods I	Still Needed: 1 Class in ST 351		
<input type="checkbox"/> Additional Statistics	Still Needed: Choose from 1 of the following:		
(1 Class in ST 352*) or			
(2 Classes in ST 411 or 412*)			
<input type="checkbox"/> Chem 1 Lecture	Still Needed: 1 Class in CH 231*		

Additional coursework and test scores will be listed below with transfer equivalences also listed

Baccalaureate Core		Catalog Year: 2021-22	Credits Required: 0	GPA: 0.00	Credits Applied: 0
<input type="checkbox"/> Minimum Bacc Core Credits	Still Needed: 6 credits are required. You currently have 0, you still need 6 more credits.				
Complete: Fitness Exemption - AAOT Completed					
Complete: Mathematics Exemption - AAOT Completed					
Complete: Writing I Exemption - AAOT Completed					
Complete: Writing II Exemption - AAOT Completed					
Complete: Speech Exemption - AAOT Completed					
Complete: Perspectives Exemption - AAOT Completed					
No more than two courses from any one subject area may be used to fulfill the Perspectives requirement. GEO courses listed under Physical Science are considered to be from a different department than GEO courses listed under any other Perspective category.					
Complete: DPD Exemption - AAOT Completed					
<input type="checkbox"/> Contemporary Global Issues	Still Needed: 1 Class in Contemporary Global Issues (minimum 3 credits with attribute CS0)				
<input type="checkbox"/> Science, Technology & Society	Still Needed: 1 Class in Science, Technology & Society (minimum 3 credits with attribute CS7)				
University Upper-Division Credit Requirement		Catalog Year: 2021-22	Credits Required: 60	GPA: 0.00	Credits Applied: 0
Unmet conditions for this set of requirements: 60 Credits needed					
This represents the upper-division courses that will be counted towards your institutional requirements as defined in Academic Regulation 25. (Click here to read the full regulation text). BACC courses may not be used to fulfill upper-division requirements. No exceptions may be applied to this section.					
<input type="checkbox"/> University Upper-Division Credit Requirement	Still Needed: Students must complete a minimum of 60 credits in upper-division coursework. You have taken 0.				
Reactive Courses		Credits Applied(2)	Classes Applied		
6000 BACC	TRANSFER DEGREE FOR BACC CORE	1	0		
Satisfied by:	AAOT - AA Oregon Transfer - Test Scores				
BI LD2	'95: PRINCIPLES OF BIOLOGY	A	5	2015 Winter	
Satisfied by:	BI 211 - PRINCIPLES OF BIOLOGY - Portland Com College-Main				
BI LD2	'95: PRINCIPLES OF BIOLOGY	A	5	2017 Winter	

## Important Next Steps

Below are some important next steps you can take to get the most out of your results

Next Steps: Please follow the steps below. Please contact the OSU Transfer Advisor for assistance in interpreting this report

- Step 1: Save and download PDF
- Step 2: Complete this form to speak with a transfer advisor
- Step 3: Learn more about your intended degree
- Step 4: Access additional resources for transfer students
- Give feedback



**REMEMBER: This is an unofficial articulation of your credits. The results are based on how OSU has transferred in credits in the past and how they are currently recorded in our system.**

1. **Step 1: Be sure to save and download PDF**-There is a button to do this at the bottom of the report.
2. **Step 2: Complete a short form and contact us to discuss your audit**- If you have any questions about what you see here or what it means, we can help answer basic questions and/or connect you with your academic department.
3. **Step 3: Learn more about your intended degree**- This will show you a degree map, transfer guides and additional requirements related to your specified program.
4. **Step 4: Access additional resources for transfer students**- Learn about admissions requirements, support resources, housing, the Degree Partnership Program and more.
5. **Step 5: Give us feedback**- How can we improve this tool to better serve your needs as a transfer student? Let us know!

**Not sure where to start? Email: [partnerships@oregonstate.edu](mailto:partnerships@oregonstate.edu)**

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## Glossary of Terms

Below is a glossary of terms to help you in understanding this self-service tool and your results

**Abbreviations:** An asterisk (\*) preceding the OSU evaluation title indicates the course meets a baccalaureate core requirement. Following is a listing of the bacc core areas that you may see on your report:

- \*W1 = Writing I
- \*W2 = Writing II
- \*W3 = Writing III
- \*MA = Mathematics
- \*FT = Fitness
- \*PS = Physical Science
- \*BS = Biological Science
- \*WC = Western Culture
- \*CD = Cultural Diversity
- \*LA = Literature & Arts
- \*SI = Social Processes & Institutions
- \*DP = Difference, Power & Discrimination

**Baccalaureate Core (Bacc Core):** OSU has general education core requirements in addition to major specific requirements. Transfer courses accepted towards general bacc core will be posted here.

**Degree:** This is a breakdown of the 180 minimum credits required to earn the bachelor's degree selected.

**Departmental Core Information :** If any courses entered from transfer school will count towards major requirements at OSU, they will be listed next to the OSU course.

**Electives:** These are additional courses a student can take to fulfill the total number of credit hours required for graduation. Students can use these credits to fulfill the requirements for a minor or additional major. Or a student may choose to select elective courses not related to the major. It is important to work with your academic advisor in choosing elective courses that will help you complete your degree.

NOTE: Some transfer courses may be listed here but could potentially be used towards major or bacc core requirements. Students should inquire with the appropriate contact listed for questions regarding any courses listed as electives only. Course Equivalencies This section shows all courses/tests entered by the student and how it articulates to OSU. If there is a direct equivalency, you will see that equivalent course listed. Additional courses may be listed as:

- LDT: Lower division transfer. There is no direct OSU equivalent in the system but it counts towards lower division transferable credits
- UDT: Upper division transfer. There is no direct OSU equivalent in the system but it counts toward upper division transferable credits

## Glossary of Terms (cont.)

**Major Electives:** These are elective courses, taken within the major discipline, that fulfill the requirements for the major. You will work with the academic advisor for your major to determine which electives satisfy this requirement.

**Major Information (“Major in...”):** This begins a breakdown of the courses required in the major selected. There may also be specific information listed here that pertains to the individual college/degree selected. For example, GPA requirements that may differ from overall OSU requirements.

**University Upper Division Credit Requirements:** Per university policy, to award a bachelor’s degree, students complete a minimum of 60 credits at the junior/senior level. These can be applied to the overall 180 minimum credits required.