

**NJIT-ITU Dual Diploma Program
Transfer Application Process
Academic Year 2026-2027**

Dear NJIT-ITU UG DDP students,

We are excited that you are in the process of transferring to the Electrical and Computer Engineering department at NJIT this September. In order to ensure a smooth transfer process, please follow below timeline and directions for application.

Sophomore Transfer Students - [Apply for Transfer Admission](#)

Senior Transfer Students - [Apply for Readmission](#)

- See <https://connect.njit.edu/apply/>
- It is important that you use **only the English alphabet** on your NJIT application. Please refrain from using accents etc. on your application.
- If you have any questions about the admissions processes, please contact Mr. Alberto Guichardo at the University Admissions. He can be reached at alberto.d.guichardo@njit.edu.

We recommend you to apply for NJIT transfer ASAP for timely visa appointments.

Application should be submitted by Mar 1, 2026

Once you are accepted, you will receive a new student packet from the admissions office **via email**. I-20 information will be provided electronically as well. All students must complete international student orientation. **For any immigration related matters, please contact the Office of Global Initiatives at global@njit.edu.**

Activate your UCID and email

- For sophomores, please wait for the university to send you the instruction to set up your UCID.
- If you need help, please contact the Helpdesk. You can reach them anytime. <https://ist.njit.edu/>

Apply for Housing- Immediately after acceptance

We recommend NJIT residence halls for your housing.

- <https://www.njit.edu/reslife/index.php>

ITU final transcript to be sent to NJIT - whenever available in June.

In order for a student to maintain enrollment in the Dual Degree Program, a minimum cumulative GPA of 2.5 on a 4.0 scale (grade of "C+" / CC) or greater will be required at the end of each academic year.

Senior Student Registration - Upon acceptance

- Please contact Ms. Ryoko Mathes as soon as you are accepted. (mathes@njit.edu)
- Please forward an unofficial copy of your transcript to Ms. Mathes as well.
- **Only CC or above grades at ITU are accepted as transfer credits at NJIT.**
If you received a grade below CC at ITU, you may need to delay your start year at NJIT.
- Students must satisfy the graduation requirements of ITU and NJIT in order to get both degrees. NJIT degree or ITU degree alone cannot be awarded in this program.
- Students must complete all but up to two (2) courses of the Junior/3rd Academic Year requirements at ITU before they may return to NJIT as an international program student for their Senior/4th Academic Year of study at NJIT. These two (2) missing Junior/3rd Academic Year ITU courses must have their NJIT equivalents.
- A student who fails any Junior/3rd Academic Year ITU course without its NJIT equivalent must retake it at ITU before returning to NJIT for their Senior/4th Academic Year.

Sophomore Student Registration - Schedule Provided, mid to late July

- Ms. Mathes will get in touch with you and inform you of your Fall schedule.
- Once students are accepted to NJIT and complete international student online modules, Ms. Mathes will hold a virtual meeting for you to register for classes.

We look forward to meeting with all of you in September.

If you have any questions, please feel free to contact Ms. Ryoko Mathes, Academic Advisor, at mathes@njit.edu.

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