

Would you like to find out how courses you're taking may transfer to UK?



## Course Applicability System

See the **Try UK CAS!** web site at: [www.uky.edu/degreeaudit/CAS](http://www.uky.edu/degreeaudit/CAS)



### Programs:

Find out the requirements for majors at any participating college or university.

### Course Catalog:

Descriptions of courses offered at a participating college or university.

### Course Equivalencies:

For participating colleges and universities, you can find out how courses transfer from one institution to another.

### My Courses:

Store and maintain a list of your courses and grades to use in a *Planning Guide*.

### Transfer Planning:

*Planning Guides*. A report of the courses required for a program (major).

If courses are stored in the *My Courses* area of CAS, the *Planning Guide* will evaluate those courses electronically so you can see how they may apply toward the selected program.

### *School Information Links*.

Go to the University of Kentucky's Admissions, Financial Aid and Registration web pages.

### My Profile:

View or update your personal information in CAS.

We appreciate your feedback, so please complete our UK CAS Survey.

The **Getting Started** and **Student Manual** web pages provide additional details about using UK CAS.

[www.uky.edu/degreeaudit/CAS/getstart.html](http://www.uky.edu/degreeaudit/CAS/getstart.html) (Getting Started)


[www.uky.edu/degreeaudit/CAS/help.html](http://www.uky.edu/degreeaudit/CAS/help.html) (Student Manual)

**Step by Step** Instructions for using UK CAS are on the **next page**, too.



\* **Planning on transferring to the University of Kentucky? Want to find out how courses you're taking may transfer?**

\* **Already a University of Kentucky student? Taking a class while you're home for the summer that you want to transfer?**

CREATE YOUR CAS ACCOUNT	VIEW COURSES USING COURSE EQUIVALENCIES	- OR - ENTER YOUR COURSES INTO CAS	RUN PLANNING GUIDES
<p>* Go to <a href="http://ky.transfer.org/cas/">http://ky.transfer.org/cas/</a></p> <p>* Select <i>Create Account</i></p> <p>* Select <i>Kentucky</i> and <i>University of Kentucky</i></p> <p>* Click <i>Next</i></p> <p>* Fill in the required information - Remember to choose a <i>User ID</i> and <i>Password</i> that you can easily remember, or write them down!</p> <p>* Click <i>Submit</i></p> <p>* You have created your very own CAS account!</p> <hr/> <p>User ID: _____@UK</p> <p>Password: _____</p>	<p>* Login to CAS</p> <p>* Click <i>Course Equivalencies</i></p> <p>* <b>Step 1:</b> Select <i>State</i> (Kentucky) and <i>School</i> (University of Kentucky)</p> <p>* <b>Step 2:</b> Select Search Method (by <i>Name</i> or by <i>Region</i> or by <i>Distance</i>)</p> <p>* <b>Step 3:</b> Select up to 5 <i>Schools</i> by clicking check box</p> <p>* Click <i>Add Schools</i></p> <p>* Click <i>Create Guide</i></p> <p>* Select a <i>course prefix</i> you are interested in from either the <b>TARGET</b> or the <b>SOURCE</b> institution</p> <p>* You should now see a list of <b>SOURCE</b> courses on the left, along with the equivalent <b>TARGET</b> courses on the right</p> <p>UK = <b>TARGET</b> Transfer School (s) = <b>SOURCE</b></p>	<p>* Login to CAS</p> <p>* Click <i>My Courses</i> button on the left, then click <i>Add a Course</i></p> <p>* Select <i>School</i> you have attended.</p> <p>* Click <i>Select from Course Catalog</i>, to select courses from a list,  <b>&gt;&gt; OR &lt;&lt;</b>                      Click <i>Add Courses Manually</i>.</p> <p>* Click <i>Add</i> checkbox next to course.</p> <p>Then click <i>Add Courses</i></p> <p>* Run a <i>Planning Guide</i> to see how your courses will fit into a degree program. (see instructions in the next column)</p>	<p>* Login to CAS</p> <p>* Click <i>Transfer Planning</i></p> <p>* Click <i>Create Planning Guide</i></p> <p>* Select <i>Kentucky</i> and <i>University of Kentucky</i></p> <p>* Select a <i>Program</i></p> <p>* Click <i>Request a Planning Guide</i>, then click <i>Next</i>, then <i>Submit</i></p> <p><b>&gt;&gt; OR &lt;&lt;</b></p> <p>* Click <i>Request a Planning Guide with Equivalencies</i></p> <p>* Select <i>University of Kentucky</i></p> <p>* Select <i>Year</i> and <i>Term</i>, then <i>Next</i> button</p> <p>* Answer any questions, then click <i>Next</i></p> <p>* Click <i>Submit</i></p> <p>* Click on  in View column to <i>View Planning Guide</i></p>

Questions? Comments?

Contact us at: [UK-CAS@lsv.uky.edu](mailto:UK-CAS@lsv.uky.edu)

See the **Try UK CAS!** web site at: [www.uky.edu/degreeaudit/CAS](http://www.uky.edu/degreeaudit/CAS)

**PLEASE NOTE:** The student's college advisor and/or dean will make the final decisions on the applicability of all transferred coursework, regardless of any equivalency information found on the UK CAS web site.