

Planning Your Transfer to PSU Using u.select



u.select (formerly the Course Applicability System—CAS) provides transfer course equivalency information and degree progress reports. U.select can be a very useful tool for students planning to transfer to Portland State and other universities in the Oregon University System.

Search for course equivalencies

You may view a list of how courses from certain colleges will transfer to Portland State. Most, but not all, Oregon colleges are listed as well as community colleges in Southwest Washington.

- Go online to <http://pdx.transfer.org>.
- Click on “**Guest Login**” on left
- Click on “**Equivalencies by school**” under “**Courses.**”
- To browse by school, select “**Portland State University**” (Step 1)
- Under Step 2, click the “**Name**” tab and type in the full or partial name of the college from which your credits will transfer (if it does not appear, search by region or distance).
- Once the college appears (Step 3), click the “**Add**” box and then the “**Add Schools**” button.
- Under Step 4, click “**Create Guide.**”
- Click the drop down box at the top of the equivalency guide to search courses by department.

If PSU has a direct equivalent, the course number will show (e.g. WR 121). When an equivalent does not exist, a course transfers as “LD” (lower division) or “UD” (upper division), meaning credit is granted under that department, but not as a specific course. Also pay close attention to the Starting and Ending dates listed. On occasion, course content changes, so these dates indicate when the equivalency is in effect (e.g., Ending Summer 2003 means if the course was taken after Summer 2003, it transfers differently. “Starting 0000” means the equivalent is current).



Create a u.select account

By creating an account in u.select, students have access to more information, including the ability to create personalized degree plans which identify complete and incomplete requirements towards a specific major at PSU.

- Go to u.select at the website listed above.
- Click the “**Create Account.**” link
- Select “**Oregon**” and “**Portland State University**” from the drop-down menus, then click “**Next.**”
- Complete all required fields. Because this site is not secure, it is recommended that you do not complete the non-required fields. You will then receive verification of your account. Be sure to write your UserID and password down, and be aware that the system is case sensitive (i.e., it must be typed the same way with upper or lower case letters). The next time you log-in, you will need to enter “PDX” as your School ID.

Create a Planning Guide

****Before beginning this, you will need a list of all the courses you have taken at your college(s). An official or unofficial transcript from your school is the best source of this information.****

- Step One: After logging in as a member, click on the **“My Courses”** link under **“Courses.”**
- Step Two: Click on the **“Add a Course”** button.
- Step Three: Select the country, state and institution you have attended. This list is more extensive than the Course Equivalency Guide list; however, be aware that some schools are more complete than others and some courses may appear as “Unknown.”
- Step Four: For most institutions, you will need to type the courses in manually; others will allow you to select from the course catalog. After the course has been entered or selected, check the “Add” box and “Add Course.” Some will allow you to import your courses from your student record at that college (you must know your login and password for that college).
- Step Five: Once all courses have been entered, select the **“Create a Plan”** link under **“Programs.”**
- Step Six: Choose **“Oregon”** and **“Portland State University”**
- Step Seven: Choose the **college**, or program, **degree type** and then the **major** that interests you.
- Step Eight: You may request to run a regular **Plan** or **Plan with equivalencies**. A regular plan applies all the courses to the degree requirements you selected. A plan with equivalencies also displays courses that can be taken at a specific institution to complete degree requirements at PSU. If you choose this option, you will be prompted to select the institution from which you will be transferring credit as well as the term and year you intend to transfer to PSU.
- Step Nine: Select the number of credits you plan to transfer to PSU and click **“Next.”**
- Step Ten: Click **“Submit.”** The process can take several minutes. Click on the **Refresh** button to get the status of your requested plan. It will say **“Pending”** until it is available. You may need to click the “Refresh” button several times until it says **“Complete.”** When it does, click this to view your plan.

The planning guide is color coded, using red to display requirements that have not been completed and green for equivalent courses at the selected institution that will apply towards the requirements. You may create as many planning guides as you like, as often as you like, choosing different degrees or majors. Remember that this guide is only that, a *guide*. An official evaluation of your transfer credits will be done at the time you are admitted to Portland State. We strongly recommend that you meet with a PSU adviser to review this information.



For more information, contact:

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admissions@pdx.edu

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