Blumenthal Hall
249 University Avenue, 3rd floor
Newark, NJ 07102

Website: registrar.newark.rutgers.edu
Contact: https://go.rutgers.edu/myrunsupport
Fax: 973-353-1357

NJIT Exchange Registration Application

NOTE: You must be a matriculated student at Rutgers University-Newark in order to take classes through the exchange program.

RUID (9 digit student ID): _____   **NJIT (8 digit student ID):** _____

Last Name: _____   **First Name:** _____ **MI:** _____

Preferred Phone Number to Contact: (_____) _____

Rutgers Email Address: _____   **Date of Birth (MM/DD/YYYY):** ____/____/_____

Check proper classification: Undergraduate   Graduate

Select Term: **Fall**   **Spring**   **Year of Registration:** 20 _____

NJIT SUBJ / CRSE / SEC / CRN This information can be accessed via the NJIT website: *https://uisnetpr01.njit.edu/courseschedule/*	**RUTGERS** INDEX (courses listed as school 28 or 48) See Rutgers Schedule of Classes at the following web site: *http://sis.rutgers.edu/soc/*

Add/ Drop Select One	NJIT SUBJ	NJIT CRSE	NJIT SEC	NJIT CRN	RU-N INDEX	RU-N Equivalency To be entered by Advisor or Department	RUTGERS ADVISOR'S Print Name	RUTGERS ADVISOR'S Signature
SAMPLE Add ☑ Drop ☐	CS	388	002	20769	65284	21:198:347	**A signature is required if:** - the desired NJIT course/section DOES NOT appear on the Rutgers Schedule of Classes or - prerequisites for the desired course have not been fulfilled and a prerequisite override is needed Note that such an override is not automatically approved. Such approval requires a valid and verifiable reason.	
Add ☐ Drop ☐								
Add ☐ Drop ☐							_____	_____
Add ☐ Drop ☐							_____	_____
Add ☐ Drop ☐							_____	_____
Add ☐ Drop ☐							_____	_____

*Upload your completed form and send it to the Office of the Registrar, Rutgers University-Newark by logging in with your NetID and password at: **https://go.rutgers.edu/myrunsupport.***

FOR REGISTRAR'S OFFICE USE ONLY:

Date entry completed by: _____   Date: _____

Updated: 1/17/2021