

## Policy Revision

<b>Policy Title</b>	Undergraduate Transfer Credit (Acceptability of Undergraduate Transfer Credit, Arizona Community College Transfer Guides, Credits from Community Colleges, Non-Regionally Accredited Course Work Transfer, General Education Transfer Credit, & Averaging of Grade for Final Non-University Credit Course)		
<b>Policy URL</b>	<ul style="list-style-type: none"> <li>• <a href="https://catalog.arizona.edu/policy/courses-credit/credit/undergraduate-transfer-credit">https://catalog.arizona.edu/policy/courses-credit/credit/undergraduate-transfer-credit</a></li> <li>• <a href="https://catalog.arizona.edu/policy/courses-credit/credit/az-community-college-transfer">https://catalog.arizona.edu/policy/courses-credit/credit/az-community-college-transfer</a></li> <li>• <a href="https://catalog.arizona.edu/policy/courses-credit/credit/non-regionally-accredited-transfer">https://catalog.arizona.edu/policy/courses-credit/credit/non-regionally-accredited-transfer</a></li> <li>• <a href="https://catalog.arizona.edu/policy/courses-credit/credit/gen-ed-transfer">https://catalog.arizona.edu/policy/courses-credit/credit/gen-ed-transfer</a></li> <li>• <a href="https://catalog.arizona.edu/policy/courses-credit/grading/averaging-grade-non-university-course">https://catalog.arizona.edu/policy/courses-credit/grading/averaging-grade-non-university-course</a></li> <li>• <a href="https://catalog.arizona.edu/policy/courses-credit/credit/community-college-transfer">https://catalog.arizona.edu/policy/courses-credit/credit/community-college-transfer</a></li> </ul>		
<b>Suggested updates</b>	<ul style="list-style-type: none"> <li>• Eliminate the 64-unit limit on transfer credit from community colleges.</li> <li>• Eliminate the Averaging of Grade for Final Non-University Credit Course policy.</li> <li>• Include Foundations Second Language in the list of General Education requirements satisfied by a completed AGEC/IGETC/CSU GE.</li> <li>• Consolidate existing undergraduate transfer policies and streamline presentation for clarity and ease of navigation.</li> </ul>		
<b>Rationale for updates</b>	<ul style="list-style-type: none"> <li>• ABOR has removed the 64-unit limit on transfer credit from community colleges. Removing this restriction from the University of Arizona will improve equity and keep the University competitive with its peer institutions.</li> <li>• Current policy surrounding a final course in absentia is seldom utilized, and including grades earned at other institutions in the student's U of A GPA runs counter to our practice in all other scenarios. Ending this practice will enhance consistency in institutional treatment of transfer credit.</li> <li>• Completed AGEC/IGETC/CSU GE programs are intended to satisfy students' General Education requirements; the current exclusion of the Second Language requirement in this policy can cause confusion and difficulty for transfer students who believe they've already satisfied all GE requirements.</li> <li>• Current presentation of undergraduate transfer policies is difficult to navigate; co-locating all undergraduate transfer information in a single policy, and presenting that information in a consistent manner, will make transfer options more accessible and understandable for students, advisors, and other university staff.</li> </ul>		
<b>Contact Person for Questions</b>	Shelley McGrath; Abbie Sorg		
<b>Responsible Unit</b>	Office of Transfer Credit & Articulation; Office of the Registrar	<b>URL</b>	<ul style="list-style-type: none"> <li>• <a href="https://transfercredit.arizona.edu/">https://transfercredit.arizona.edu/</a></li> <li>• <a href="https://registrar.arizona.edu/">https://registrar.arizona.edu/</a></li> </ul>
<b>Career Applicability</b>	<input checked="" type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> Law <input type="checkbox"/> Medicine <input type="checkbox"/> Pharmacy <input type="checkbox"/> Veterinary Medicine		
	UGC Policies Subcommittee	Scheduled: 9/24/24, 10/22/24	Status: Approved 10/22/2024

<b>Approvals Granted</b> <i>(for council use only)</i>	Undergraduate Council	Scheduled: 11/05/2024	Status: 11/05/2024
	Undergraduate CAAC	Scheduled: 11/26/2024	Status:
	Faculty Senate Executive Committee	Scheduled:	Status:
	Faculty Senate	Scheduled:	Status:

Policy	URL	Proposed Action
Applicability of Undergraduate Transfer Credit	<a href="https://catalog.arizona.edu/policy/courses-credit/credit/undergraduate-transfer-credit">https://catalog.arizona.edu/policy/courses-credit/credit/undergraduate-transfer-credit</a>	Consolidate into a single policy that describes all options for transferring college course work from all institutional sources. General Education to be included as a subsection of this consolidated policy.
Arizona Community College Transfer Guides	<a href="https://catalog.arizona.edu/policy/courses-credit/credit/az-community-college-transfer">https://catalog.arizona.edu/policy/courses-credit/credit/az-community-college-transfer</a>	
Non-Regionally Accredited Course Work Transfer	<a href="https://catalog.arizona.edu/policy/courses-credit/credit/non-regionally-accredited-transfer">https://catalog.arizona.edu/policy/courses-credit/credit/non-regionally-accredited-transfer</a>	
General Education Transfer Credit	<a href="https://catalog.arizona.edu/policy/courses-credit/credit/gen-ed-transfer">https://catalog.arizona.edu/policy/courses-credit/credit/gen-ed-transfer</a>	
Averaging of Grade for Final Non-University Credit Course	<a href="https://catalog.arizona.edu/policy/courses-credit/grading/averaging-grade-non-university-course">https://catalog.arizona.edu/policy/courses-credit/grading/averaging-grade-non-university-course</a>	Eliminate policy; courses transferred to the university during the student’s final term will no longer be eligible to count toward the U of A GPA.
Credits from Community Colleges	<a href="https://catalog.arizona.edu/policy/courses-credit/credit/community-college-transfer">https://catalog.arizona.edu/policy/courses-credit/credit/community-college-transfer</a>	Eliminate policy; students bringing more than 64 units from a community college will now be able to use all applicable transfer units toward their U of A degree requirements. Course work from community colleges will be transferable in the same way as other regionally-accredited institutions. Students must still satisfy the University Credit and upper-division requirements.

**Policy Revision Side by Side**

Additions in **Green** – Deletions in **Yellow**

## Acceptability of Undergraduate Transfer Credit

The determination of acceptability of credit for course work completed at another institution of higher learning is made solely at the discretion of the University of Arizona. The evaluation of course work completed at another institution or exam credit from an approved organization will be based only on an official transcript from the offering institution or organization.

### General policies:

- Course work of comparable content to University of Arizona courses is usually transferable if it was completed at colleges or universities accredited by regional accreditation associations at the time the course work was completed.
- If course work was completed at a non-regionally accredited school, the student may request that up to two (2) courses be considered for transfer, not to exceed a maximum of 10 credits. See [Non-Regionally Accredited Course Work Transfer Policy](#).
- Requests for credit for Prior Learning (Prior Learning Assessment) are reviewed on a case by case basis. No more than six (6) general elective credits for Prior Learning will apply to the student's degree. See [Credit for Prior Learning Policy](#).
- Course credit earned at an institution of higher education in another country is generally considered transferable if that international institution is recognized by the Ministry of Education as a degree granting institution or by an American accreditation body.
- Credit is not given for grades lower than a "C".
- Grades from other institutions are not included in the calculation of the University of Arizona grade point average.
- The University of Arizona considers the credit recommendations from the American Council on Education (ACE). Remedial, vocational, and personal development courses are not accepted for credit.
- Physical education (PE) activity courses and [Success Courses](#) are accepted for credit; however, no more than three (3) PE activity credits and three (3) Success Course credits will apply as general electives toward the student's degree.
- [Proficiency or competency credit by exam](#) earned at another college or university is non-transferable.

## Undergraduate Transfer Credit

Course work earned at other institutions can often be brought to the University of Arizona. A course's **transferability** refers to whether the course can be accepted as transfer credit. A course's **applicability** refers to whether the transfer course will satisfy specific program requirements, such as General Education, major, or minor requirements. Course work that is transferable but not applicable to specific requirements may still be used as elective credit to reach the total units needed for graduation.

### Transferring Credit from Other Institutions

The determination of acceptability of credit for course work completed at another institution of higher learning is made solely at the discretion of the University of Arizona. The evaluation of course work completed at another institution or exam credit from an approved organization requires submission of an official transcript from the offering institution or organization.

The credit accepted for transfer will not be calculated in the student's GPA, cannot duplicate any previously awarded credit, and cannot be used to satisfy residency requirements (see [Units in Residence](#)).

The [Office of Transfer Credit & Articulation](#) collaborates with appropriate University faculty on the evaluation of transfer credit and determination of transferable learning.

### Credit Acceptability by Institution Type

Institution Type	Requirements
Regionally-Accredited Institutions	<ul style="list-style-type: none"> <li>• The University of Arizona will transfer course work if it was completed at colleges or universities accredited by regional accreditation associations at the time the course work was completed. See</li> </ul>

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<ul style="list-style-type: none"> <li>The <a href="#">Office of Transfer Credit &amp; Articulation</a> collaborates with appropriate University faculty on the evaluation of transfer credit and determination of transferable learning.</li> <li>Courses from Arizona public community colleges are evaluated by the Director of Transfer Curriculum &amp; Articulation and by the appropriate University faculty to determine which courses are acceptable for transfer.</li> <li>Transferability of courses of independent study, internship, or practicum are subject to approval by the appropriate faculty at The University of Arizona and may be restricted both in number of units and in degree applicability. Students who have taken community college courses in these categories may petition for an exception.</li> <li><a href="#">Students who lack not more than a one-semester course</a> toward the fulfillment of curriculum and minimum graduation average requirements may apply, as the final course to complete the degree, a single one-semester course in residence at another accredited institution. The graduation GPA shown on the transcript will include the grade from the approved course taken in absentia. An anecdotal note will be added to the transcript explaining the difference between the graduation GPA and the cumulative GPA, which will not reflect the course taken in absentia. Permission must be obtained from the academic dean, prior to enrolling for the course, to apply the grade received in such a course toward the graduation average. This provision may be applied also to the required separate average of 2.000 in the major field if prior permission is obtained from the <a href="#">major advisor</a> and the academic dean.</li> </ul> <p>Applicability of <a href="#">transfer credit</a> to a student's academic curriculum is determined by the academic advisor in the student's major <a href="#">department</a>.</p> <p><b>Arizona Community College Transfer Guides</b></p> <p>The <a href="#">Arizona Community College Transfer Guides</a> present the lower-division requirements of bachelor's degree programs at the University of Arizona in terms of the transferable courses available at Arizona community</p>		<p>limits on transferable credit below.</p>
	<p><b>Non-Regionally Accredited Institutions</b></p>	<ul style="list-style-type: none"> <li>The University of Arizona will review course work from a non-regionally accredited institution if it is nationally accredited—recognized by the Council for Higher Education Accreditation (CHEA).</li> <li>To transfer credit for course work completed at a non-regionally accredited institution, students must: <ul style="list-style-type: none"> <li>be admitted to the University and declared in a credential-seeking program</li> <li>need the credit to satisfy a program requirement</li> </ul> </li> <li>Up to two courses can be considered for transfer, not to exceed a maximum of ten credits.</li> </ul>
	<p><b>International Institutions</b></p>	<ul style="list-style-type: none"> <li>The University of Arizona will transfer course work earned at an institution of higher education in another country if that institution is recognized by the country's Ministry of Education as a degree granting institution or by a U.S. regional accreditation body.</li> </ul>
	<p><b>Additional Sources of External Credit</b></p>	

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colleges, numbered in the community college notation. The Transfer Guides should be used in conjunction with the General Catalog and the Course Equivalency Guides in the [Arizona Course Equivalency Guide](#). Students should refer to the community college catalogs for descriptions of the community college courses listed in the Transfer Guides.

Transfer of community college courses not listed in the Transfer Guides or the Course Equivalency Guide must be approved by the University of Arizona academic unit that offers the degree being sought. Courses accepted for transfer in this way may be restricted both in number of units transferable and the manner in which they may be used to satisfy degree requirements.

Please consult with your [academic advisor](#) regarding transfer credit.

### Non-Regionally Accredited Course Work Transfer

Students who complete course work at a college or university that is not regionally accredited may submit a request that their course work be considered for transfer. The University of Arizona will review course work from a non-regionally accredited institution if it is nationally accredited—recognized by the Council for Higher Education Accreditation (CHEA). Non-regionally accredited course work will be reviewed for transfer credit based on an official transcript from the offering institution, as well as a syllabus for each course to be evaluated by the department or college faculty.

Official transcripts should be provided to the [Office of the Registrar](#). Students must submit syllabi for each course to the [Office of Transfer Credit & Articulation](#) for evaluation of credit. Transferability of course work will be determined by faculty in the appropriate department or college, and the credit awarded may be restricted both in number of units and in degree applicability. Non-regionally accredited course work completed over eight (8) years ago may not apply to a student's current degree program unless otherwise approved by the major department (as per the [Time Limits](#) policy).

Students must meet the following standards if they are interested in receiving credit for course work completed at a non-regionally accredited

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- [Credit by Exam](#)
- [Credit for U.S. Military Service and Training](#)
- [Credit for Prior Learning](#)

### Limits on Transferrable Credit

- Undergraduate credit is not given for graduate-level course work taken as a graduate student at another institution.
- Credit is not given for grades lower than a "C".
- Physical education (PE) activity courses and [Success Courses](#) are accepted for general elective credit; however, no more than three (3) PE activity credits and three (3) Success Course credits will apply toward the student's degree.
- Independent study, internship, and practicum courses are subject to approval by the appropriate faculty at the University of Arizona and may be restricted both in number of transferable units and in degree applicability.
- The University of Arizona considers the credit recommendations from the American Council on Education (ACE). Remedial and personal development courses are not accepted for credit.
- [Credit-by-exam](#) earned at another institution is non-transferable.
- A syllabus may be required for evaluation of course applicability.

### Applicability of Transfer Credit toward Program Requirements

Courses completed over eight years ago may not apply to a student's current degree program unless otherwise approved by the major department (see the [Time Limits](#) policy).

### General Education [Applicability](#)

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institution: they must be admitted to the University, enrolled in a degree program, and need the credit to satisfy a degree requirement.

Students may submit up to 2 courses, not to exceed a maximum of 10 credits, for review by the appropriate department faculty. In addition, the non-regionally accredited course work must be deemed college level by the faculty evaluating the course, and must meet or exceed “C” level work. The credit accepted for transfer will not be calculated in the student’s GPA, cannot duplicate any previously awarded credit, and cannot be used to satisfy residency requirements.

Students should consult with their major Academic Advisor for applicability of any transfer credit they receive from the evaluation process.

**General Education Transfer Credit**

The General Education curriculum described below applies to all students who matriculate in Spring 2022 or beyond. Students who matriculated in Fall 2021 or prior should consult the [Fall 2021 Transfer Credit Policies](#).

General Education coursework completed at another institution may be transferred to the University of Arizona. The type and number of General Education requirements that are satisfied by transfer courses is dependent on the type of institution and the specific courses taken.

**Transfer Courses from Arizona Institutions**

**Arizona General Education Curriculum (AGEC)**

The Arizona public community colleges and the three state universities, including UArizona, have agreed upon a common structure for a general education core curriculum. This common structure is called the Arizona General Education Curriculum (AGEC). AGEC is composed of a minimum of 35 semester units of lower division general education course work that prepares the student for transfer.

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The General Education curriculum described below applies to all students who matriculate in Spring 2022 or beyond. Students who matriculated in Fall 2021 or prior should consult the [Fall 2021 Transfer Credit Policies](#).

Course work completed at another institution may be applied to University of Arizona General Education requirements. The type and number of General Education requirements that are satisfied by transfer courses is dependent on the type of institution and the specific courses taken.

**Transferring a Completed General Education Curriculum**

Students who have an earned Bachelor’s degree from a regionally-accredited institution may transfer a completed General Education curriculum.

Students transferring from an Arizona or California community college or state university may transfer a completed General Education curriculum by fulfilling the Arizona General Education Curriculum (AGEC), the Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education Pattern (CSU GE) prior to matriculation at the University of Arizona. The requirements to satisfy the AGEC are available through advising centers at Arizona community colleges and state universities; the requirements to satisfy the IGETC and CSU GE are available through advising centers at California community colleges and state universities.

The University reserves the right to verify that an AGEC, IGETC, or CSU GE certified by a community college conforms to state-approved policy before the curriculum is applied toward a University of Arizona degree.

University of Arizona Requirement	Impact of a completed AGEC/IGETC/CSU GE/Bachelor’s Degree
Foundations Writing	Satisfied
Foundations Mathematics	Satisfied
Foundations Second Language	Satisfied
Gen Ed: Entry & Exit	Not required
Gen Ed: Exploring Perspectives	Satisfied
Gen Ed: Building Connections	Satisfied

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<p>Students transferring from an Arizona community college to one of the state universities have the option of completing the lower division general education requirements at the university or completing the AGEC while at a community college.</p> <p>Completing the AGEC will fulfill the following lower-division general education requirements at the University: composition, mathematics, Exploring Perspectives, Building Connections Courses and required attributes. The University reserves the right to verify that an AGEC certified by a community college conforms to State-approved policy before the AGEC is applied toward a UArizona degree. Students with an AGEC are still required to fulfill lower-division program requirements, <u>second language</u>, and prerequisites within their college and major/minor area of study to complete a UArizona degree. The requirements to satisfy the AGEC are available through the Arizona community college advising centers.</p> <p>In the absence of a complete certified AGEC, transfer students from Arizona community colleges may meet their general education requirements with a combination of AGEC-approved courses taken before their initial enrollment at UArizona, along with subsequent UArizona general education course work.</p> <p><b>Arizona Community College Transfer Courses (for students without a certified AGEC)</b></p> <p>For students who have not completed the Arizona General Education Curriculum (AGEC), Arizona community college transfer courses will apply to the <u>Foundations</u> component of the UA General Education Curriculum based on equivalencies in the <u>Course Applicability System (CAS)</u>.</p> <p>Community college courses determined by the University of Arizona University-wide General Education Committee to be equivalent to Perspectives and Building Connections courses as noted in the CAS will transfer on a course-by-course basis and fulfill the respective requirements. Additionally, the University of Arizona will accept <u>one or more</u> courses identified by CAS as department elective credit toward Exploring Perspectives and Building Connections requirements in the following manner:</p>	<table border="1"> <tr> <td data-bbox="1050 175 1533 215">Major/minor prerequisites</td> <td data-bbox="1533 175 2011 215">Not satisfied</td> </tr> <tr> <td data-bbox="1050 215 1533 256">Major/minor requirements</td> <td data-bbox="1533 215 2011 256">Not satisfied</td> </tr> </table>	Major/minor prerequisites	Not satisfied	Major/minor requirements	Not satisfied	<p><b>Transferring Individual General Education Courses</b></p> <p>For students who have not completed the AGEC, IGETC or CSU GE, transfer courses may be applied individually to General Education requirements as determined on a course-by-course basis by a University of Arizona <u>academic advisor</u> in the college of the student's primary major.</p> <ul style="list-style-type: none"> <li>• Courses from Arizona community colleges will apply to the General Education Curriculum based on equivalencies in the <u>Arizona Transfer Guides</u>.</li> </ul> <p>Additionally, the University of Arizona will accept courses as department elective credit toward Exploring Perspectives and Building Connections requirements in the following manner:</p> <ul style="list-style-type: none"> <li>• Exploring Perspective requirements can be fulfilled by: <ul style="list-style-type: none"> <li>◦ Arts &amp; Humanities, Social &amp; Behavioral Sciences, or Physical &amp; Biological Science AGEC courses that align with each of the four categories: Artist, Humanist, Natural Scientist, and Social Scientist.</li> <li>◦ Other transfer courses that align with each of the four categories: Artist, Humanist, Natural Scientist, and Social Scientist.</li> </ul> </li> <li>• Building Connections courses can be fulfilled by: <ul style="list-style-type: none"> <li>◦ Arts &amp; Humanities, Social &amp; Behavioral Sciences, or Physical &amp; Biological Science AGEC courses whose content approaches a topic from multiple perspectives that will enhance conceptual thinking, problem solving, innovative design, critical analysis, evaluation of ideas, and creation of knowledge/products.</li> <li>◦ Any Liberal Arts or Science courses whose content approaches a topic from multiple perspectives that will enhance conceptual thinking, problem solving, innovative design,</li> </ul> </li> </ul>
Major/minor prerequisites	Not satisfied					
Major/minor requirements	Not satisfied					

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<ul style="list-style-type: none"> <li>Transfer applicability will be determined on a course-by-course basis by a <a href="#">UA academic advisor</a> in the college of the student's primary major.</li> <li>Exploring Perspective requirements can be fulfilled by AGEC Arts &amp; Humanities, Social &amp; Behavioral Sciences, or Physical &amp; Biological Science courses that align with each of the four categories: Artist, Humanist, Natural Scientist, and Social Scientist.</li> <li>Building Connections courses may be fulfilled by any Arts &amp; Humanities, Social &amp; Behavioral Sciences, or Physical &amp; Biological Science AGEC courses whose content approaches a topic from multiple perspectives that will enhance conceptual thinking, problem solving, innovative design, critical analysis, evaluation of ideas, and creation of knowledge/products.</li> <li><del>Any accompanying attributes from EP and BC courses will count toward the student's requirement of general education course attributes.</del></li> </ul> <p>When incorporating one or more transfer courses to satisfy General Education requirements, students should seek <a href="#">advising</a> at the University of Arizona to ensure the breadth of exposure central to the General Education curriculum. Students completing an AGEC at a community college should obtain General Education advising at the community college. Advising for major-specific requirements should be obtained at the University.</p> <p><b>Transfer Courses from California Institutions</b></p> <p><b>Intersegmental General Education Transfer Curriculum (IGETC)</b></p> <p>The California public community colleges and state universities have agreed upon a common structure for a general education core curriculum. This common structure is called the Intersegmental General Education Transfer Curriculum (IGETC) or the California State General Education Pattern (CSUGE). The IGETC and the CSUGE are composed of a minimum of 35 - 40 semester units of lower-division general education course work that prepares the student for transfer.* All transferable course work must be completed with a grade of -C- or better.</p> <p>Students transferring to the University of Arizona from California with an IGETC certified by a California community college will have completed the</p>	<p>critical analysis, evaluation of ideas, and creation of knowledge/products.</p> <p>When incorporating one or more transfer courses to satisfy General Education requirements, or when seeking a second Bachelor's degree, students should seek <a href="#">advising</a> at the University of Arizona.</p> <p><b>Major/Minor Applicability</b></p> <p>Course work completed at another institution may be applied to University of Arizona major and minor requirements as determined by the academic unit. Applicability to specific requirements is determined on a course by course basis. Courses that do not apply to specific program requirements may still be applied as departmental elective credit and count toward total unit requirements.</p> <p>Students should seek <a href="#">advising</a> at the University of Arizona to review how their transferred course work applies to major/minor program requirements, and which requirements will need to be satisfied by University of Arizona course work.</p>



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<p>majority of the University's lower-division General Education requirements. The IGETC will fulfill the following lower-division General Education requirements at the University: <b>freshman</b> composition, mathematics-General Strand, Exploring Perspectives and Building Connections courses and required attributes.</p> <p>The University reserves the right to verify that an IGETC certified by a community college conforms to California-approved policy before the IGETC is applied toward a UArizona degree. Additionally, students with an IGETC are required to fulfill <b>(1) the Second Language Requirement</b>, (2) prerequisites for advanced standing in the college and/or major/minor areas of study, and (3) all specific upper-division degree program requirements.</p> <p>*Note: For purposes of this transfer policy, the IGETC is identified; but completion of the CSUGE is equally acceptable in the same ways.</p> <p><b>California Transfer Students without a certified IGETC</b></p> <p>In the absence of a certified IGETC, transfer students from California colleges and universities may meet the UArizona General Education requirements with a combination of IGETC-approved courses taken before their initial enrollment at UArizona, along with subsequent UArizona General Education course work.</p> <p><b>Transfer Courses from Four-Year and Out-of-State Two-Year Colleges</b></p> <p>Transferable courses from out-of-state institutions and Arizona four-year institutions may apply to the <b>Foundations</b> component of the UA General Education curriculum based on a course-by-course evaluation by University advisors in departments offering First-Year English Composition, Mathematics, and Second Languages.</p> <p>The University of Arizona will accept one or more transfer courses toward fulfilling Exploring Perspectives and Building Connections requirements in the following manner:</p> <ul style="list-style-type: none"> <li>• Transfer applicability will be determined on a course-by-course basis by a <b>University academic advisor</b> in the college of the student's primary major.</li> </ul>	

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- Exploring Perspective requirements can be fulfilled by courses that align with each of the four categories: Artist, Humanist, Natural Scientist, and Social Scientist.
- Building Connections courses may be fulfilled by any Liberal Arts or Science courses whose content approaches a topic from multiple perspectives that will enhance conceptual thinking, problem solving, innovative design, critical analysis, evaluation of ideas, and creation of knowledge/products.
- ~~Any accompanying attributes from EP and BC courses will count toward the student's requirement of general education course attributes.~~

When incorporating transfer course work to satisfy General Education requirements, students should seek [advising](#) to ensure the breadth of exposure key to the General Education curriculum.

### **Credits from Community Colleges**

~~While there is no limit to the total number of units of course work that may be transferred from an accredited community college to The University of Arizona, no more than 64 units from a 2-year institution (including non-regionally accredited colleges) may be applied toward the requirements for a bachelor's degree. The choice of the 64 units is at the discretion of the student in consultation with an advisor. Note that there are further credit restrictions on course work from [non-regionally accredited institutions](#).~~

~~Transfer students are encouraged to complete freshman and sophomore level general education course work at their community colleges. Transferability of courses of independent study, internship, or practicum will be determined by the appropriate department or college at The University of Arizona and may be restricted both in number of units and in degree applicability. Students who have taken community college courses in these categories may petition for an exception.~~

~~While all courses offered for transfer will be accepted by the University according to these rules, the specific lower division requirements of various curricula vary widely. In order to complete the baccalaureate program in the~~

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<p>normal time span, the student should consult the appropriate college and the advisor in the appropriate university department to determine requirements of a particular program.</p> <p>Community college courses which are equivalent in content to university upper division courses (course numbers 300-499) will be transferable as equivalents, but with lower division credit. These courses need not be repeated at the University, but will not count toward the required number of upper division credit hours.</p> <p><b>Averaging of Grade for Final Non-University Credit Course</b></p> <p>Students who lack not more than a one semester course toward the fulfillment of curriculum and minimum graduation average requirements, may apply as the final course to complete the degree, a single one semester course in residence at another accredited institution. The graduation GPA shown on the transcript will include the grade from the approved course taken in absentia. An anecdotal note will be added to the transcript explaining the difference between the graduation GPA and the cumulative GPA, which will not reflect the course taken in absentia. Permission must be obtained from the academic dean, prior to enrolling for the course, to apply the grade received in such a course toward the graduation average. This provision may be applied also to the required separate average of 2.000 in the major field if prior permission is obtained from the major <u>advisor</u> and the academic dean.</p>	

## Policy Benchmarking: Undergraduate Transfer Credit Policies

### I. Summary

A review of the undergraduate transfer credit policies at ABOR and peer institutions reveals that while most institutions have a set grade requirement, few specify a credit limit on transfer coursework. Of the institutions that accept credit from non-regionally accredited institutions, the University of Arizona is the only institution to specify an exact amount.

- **Applicability:** At ten institutions, in addition to the University of Arizona, applicability is determined by the student's program or department.
- **Maximum Credits Transferrable:** Only two institutions have a limit to transfer credit included in their policy. Five institutions do not specify how much credit is accepted/applied, and five other institutions have no maximum, as long as students meet the units in residence requirement.
- **Grade Requirements:** Twelve institutions in addition to the University of Arizona require a minimum grade of C/C-. Five institutions accept a D grade in some or all cases. Five institutions have different grade requirements for different student types (international, in-state, major/minor coursework, general education coursework, etc.).
- **Coursework Not Accepted:** A wide variety of course types are not accepted for transfer credit; the most-referenced course types are Remedial/ Pre-College work (8 institutions), vocational (6 institutions), and Technical and Continuing Education (6 institutions each).
- **Accreditation:** Eight institutions consider CHEA or its recognized accrediting organizations' recommendations. Four institutions refer to the Ministry of Education.
- **Direct Transfer Agreements (AGEC, etc.):** Seven of our peer institutions have Direct Transfer Agreements for general education coursework completed in the same state as the university. The University of Arizona and Northern Arizona University also offer a DTA with California institutions (IGETC, CSUGE). Only one other institution, the University of Iowa, offers a DTA for a second state (Illinois).

## A. Who Evaluates Acceptability

<b>INSTITUTION</b>	<b>Transfer Credit Evaluation body (TCA equivalent)</b>	<b>Admissions</b>	<b>Registrar</b>	<b>Department of Instruction</b>	<b>Not Specified</b>
<b>University of Arizona</b>	X			X	
Arizona State University	X				
Northern Arizona University					X
University of California – Davis					X
University of California -LA		X	X		
University of Florida					X
University of Illinois					X
University of Iowa		X			
University of Maryland			X		
Michigan State University					X
University of Minnesota					X
University of North Carolina					X
Ohio State University			X	X	
Pennsylvania State University		X		X	
Texas A&M University		X			
University of Texas – Austin		X			
University of Washington – Seattle		X			
University of Wisconsin – Madison	X				

## B. Who Evaluates Applicability?

<b>INSTITUTION</b>	<b>Program/ Department</b>	<b>Student's Academic Dean</b>	<b>Not Specified</b>
<b>University of Arizona</b>	X		
Arizona State University	X		
Northern Arizona University			X
University of California – Davis			X
University of California -LA	X		
University of Florida	X		
University of Illinois	X		
University of Iowa	X		
University of Maryland	X		
Michigan State University			X
University of Minnesota	X		
University of North Carolina			X
Ohio State University	X		
Pennsylvania State University	X		
Texas A&M University			X
University of Texas – Austin		X	
University of Washington – Seattle	X		
University of Wisconsin - Madison			X

C. Amount of Transfer Credit Accepted

INSTITUTION	MAX CREDITS TRANSFERRABLE
<ul style="list-style-type: none"> <li>• Arizona State University</li> <li>• University of Florida</li> <li>• Ohio State University</li> <li>• University of Texas – Austin</li> <li>• University of Wisconsin – Madison</li> </ul>	No Maximum
<ul style="list-style-type: none"> <li>• University of Illinois</li> </ul>	Department’s discretion
<ul style="list-style-type: none"> <li>• University of Maryland</li> <li>• University of Washington – Seattle</li> </ul>	90 semester credits
<ul style="list-style-type: none"> <li>• Northern Arizona University</li> </ul>	<ul style="list-style-type: none"> <li>• Not Specified</li> <li>• <a href="#">90 credits for ~10 select programs</a></li> </ul>
<ul style="list-style-type: none"> <li>• University of California-Davis</li> <li>• University of California- LA</li> </ul>	70 semester units; excess units may receive subject credit towards program if relevant and approved
<ul style="list-style-type: none"> <li>• <b>University of Arizona</b></li> <li>• University of Iowa</li> <li>• Michigan State University</li> <li>• University of Minnesota</li> <li>• University of North Carolina</li> <li>• Pennsylvania State University</li> <li>• Texas A&amp;M University</li> </ul>	Not Specified

## D. Minimum Grade Accepted for Transfer Credit

INSTITUTION	MINIMUM GRADE
<ul style="list-style-type: none"> <li>• University of Florida</li> <li>• University of Wisconsin – Madison</li> </ul>	D
<ul style="list-style-type: none"> <li>• <b>University of Arizona</b></li> <li>• Arizona State University</li> <li>• University of Texas- Austin</li> </ul>	C-
<ul style="list-style-type: none"> <li>• University of Minnesota</li> </ul>	<ul style="list-style-type: none"> <li>• C- for major/minor requirements</li> <li>• D for other course work</li> </ul>
<ul style="list-style-type: none"> <li>• University of Illinois</li> </ul>	<ul style="list-style-type: none"> <li>• C- for international course work</li> <li>• Not specified for domestic course work</li> </ul>
<ul style="list-style-type: none"> <li>• University of Maryland</li> </ul>	<ul style="list-style-type: none"> <li>• C-</li> <li>• D- for in-state transfer students</li> </ul>
<ul style="list-style-type: none"> <li>• Ohio State University</li> </ul>	<ul style="list-style-type: none"> <li>• C-</li> <li>• D in some cases</li> </ul>
<ul style="list-style-type: none"> <li>• Northern Arizona University</li> <li>• University of California- Davis</li> <li>• University of California - LA</li> <li>• Michigan State University</li> <li>• University of North Carolina</li> <li>• Pennsylvania State University</li> <li>• Texas A&amp;M University</li> </ul>	C
<ul style="list-style-type: none"> <li>• University of Washington – Seattle</li> </ul>	<ul style="list-style-type: none"> <li>• C for general education course work</li> <li>• Not specified for other course work</li> </ul>
<ul style="list-style-type: none"> <li>• University of Iowa</li> </ul>	Not Specified



E. Acceptability of Pass/Fail Transfer Coursework

INSTITUTION	P/F ALLOWABLE?
<ul style="list-style-type: none"> <li>• Northern Arizona University</li> <li>• University of Wisconsin – Madison</li> </ul>	Yes
<ul style="list-style-type: none"> <li>• Arizona State University</li> <li>• Ohio State University</li> </ul>	If equivalent to a C- at the bestowing institution
<ul style="list-style-type: none"> <li>• University of Maryland</li> </ul>	If equivalent to a C- at the bestowing institution (or D- if in-state institution)
<ul style="list-style-type: none"> <li>• University of California – Davis</li> <li>• University of California – LA</li> </ul>	If equivalent to C at the bestowing institution
<ul style="list-style-type: none"> <li>• <b>University of Arizona</b></li> <li>• University of Florida</li> <li>• University of Illinois</li> <li>• University of Iowa</li> <li>• Michigan State University</li> <li>• University of Minnesota</li> <li>• University of North Carolina</li> <li>• Pennsylvania State University</li> <li>• Texas A&amp;M University</li> <li>• University of Texas – Austin</li> <li>• University of Washington – Seattle</li> </ul>	Not specified

## F. Amount of Non-Regionally Accredited Course Work Accepted

INSTITUTION	COURSE WORK ACCEPTED
<ul style="list-style-type: none"> <li>• Arizona State University</li> <li>• University of Florida</li> </ul>	None
<ul style="list-style-type: none"> <li>• Northern Arizona University</li> </ul>	Accepted as prior learning credit
<ul style="list-style-type: none"> <li>• University of Illinois</li> <li>• Michigan State University</li> <li>• University of Minnesota</li> <li>• University of North Carolina</li> <li>• University of Wisconsin – Madison</li> </ul>	Only refers to accepting credit from accredited institutions, but doesn't outright address non-regionally accredited course work
<ul style="list-style-type: none"> <li>• University of Texas – Austin</li> </ul>	"May be accepted in rare circumstances"
<ul style="list-style-type: none"> <li>• Texas A&amp;M University</li> </ul>	<ul style="list-style-type: none"> <li>• Domestic students: Must complete departmental exam OR pass a course at the institution at a higher level than what they took. Credit awarded is provisional – student must uphold GPA for first 30 credits.</li> <li>• International students: case-by-case basis</li> </ul>
<ul style="list-style-type: none"> <li>• <b>University of Arizona</b></li> </ul>	2 courses / 10 credits
<ul style="list-style-type: none"> <li>• University of California – Davis</li> <li>• University of California – LA</li> <li>• University of Maryland</li> <li>• Ohio State University</li> <li>• University of Washington - Seattle</li> </ul>	Case-by-case basis
<ul style="list-style-type: none"> <li>• University of Iowa</li> </ul>	Uses recommendation of AACRAO or ACE
<ul style="list-style-type: none"> <li>• Pennsylvania State University</li> </ul>	"May be eligible for credit by validation"



ii. Coursework *Not Typically* Accepted:

COURSE TYPES	INSTITUTIONS				
	UI	UM	UM-Twin	UNC	UW-Sea
Co-op Work Experience		X			
Counseling (international)	X				
Criminal Justice (international)	X				
ESL					X
ESL (international)	X				
Externship		X			
Independent Study		X			
Industry based Education			X		
Internship		X			
Military Training			X		
Military Science (international)	X				
Politics (international)	X				
Practicum		X			
Professional				X	
Religion (international)	X				
Remedial					X
Specialized Instruction			X		
Technical					X
Veterinary Science (international)	X				
Vocational					X

## iii. Other Transfer Credit Restrictions

RESTRICTIONS	INSTITUTIONS		
	UA	UCD	UCLA
Physical Education: 3 units maximum	X		
Success Courses: 3 units maximum	X		
Physical Education: 4 units maximum		X	X
Physical Education Theory: 8 units maximum		X	X
English as a Second Language: 8 units maximum		X	X
Independent Study, Internship, & Practicum: accepted at faculty's discretion	X		

## H. Accreditation Bodies Referenced

ACCREDITORS	INSTITUTIONS												
	UA	NAU	UCD	UCLA	UF	UI	IA	UM	MSU	UM- Twin	OSU	PSU	UW- Mad
CHEA	X	X	X			X				X	X		X
-ACCJC					X			X					
-NECHE					X			X					
-MSCHE					X			X					
-NWCCU					X			X					
-SACSCOC					X			X					
-WASC					X			X					
AACRAO							X				X		
ACE							X				X		
HLC								X		X			
MOE	X	X	X			X		X					X
NCA							X						
NCCRS													
USDE													
“Recognized outside US”												X	
“Regionally Accredited”	X			X					X			X	

## Glossary of Accrediting Bodies

ACRONYM	ACCREDITING BODY
AACRAO	<a href="#">American Association of Collegiate Registrars and Admissions Officers</a>
ACCJC*	<a href="#">Accrediting Commission for Community and Junior Colleges</a>
ACE	<a href="#">American Council on Education</a>
CHEA	<a href="#">Council for Higher Education Accreditation</a>
HLC	<a href="#">Higher Learning Commission</a>
MOE	Ministry of Education (different site for each participating country)
MSCHE	<a href="#">Middle States Commission on Higher Education</a>
NCA	North Central Association of Colleges and Schools (dissolved in 2014; previously recognized by CHEA)
NCCRS	<a href="#">National College Credit Recommendation Service</a>
NECHE*	<a href="#">New England Commission of Higher Education</a>
NWCCU*	<a href="#">Northwest Commission on Colleges and Universities</a>
SACSCOC*	<a href="#">Southern Association of Colleges and Schools Commission on Colleges</a>
USDE	<a href="#">United States Department of Education</a>
WSCUC*	<a href="#">WASC Senior College and University Commission</a>

\*CHEA-Recognized Accrediting Organization

## I. Direct Transfer of General Education Coursework by State

INSTITUTION	DIRECT TRANSFER STATE(S)					
	AZ	CA	FL	IL	IA	MD
<b>University of Arizona</b>	X	X				
Northern Arizona University	X	X				
University of California - Davis		X				
University of California - LA		X				
University of Florida			X			
University of Illinois				X		
University of Iowa				X	X	
University of Maryland*						X

\*[University of Maryland](#) also accepts direct transfer credit for a bachelor's completed at any accredited institution.

## J. Time Limit on Transfer Credit

INSTITUTION	HOW RECENT
<b>University of Arizona</b>	“Non-regionally accredited course work completed over eight (8) years ago may not apply to a student’s degree program.”
University of Wisconsin - Madison	No time limit

*No other institutions refer to a time limit for undergraduate transfer credit.*

## II. Full Policy Texts

University of Arizona

<https://catalog.arizona.edu/policy/courses-credit/credit/undergraduate-transfer-credit>

Acceptability of Undergraduate Transfer Credit

The determination of acceptability of credit for course work completed at another institution of higher learning is made solely at the discretion of the University of Arizona. The evaluation of course work completed at another institution or exam credit from an approved organization will be based only on an official transcript from the offering institution or organization.

**General policies:**

- Course work of comparable content to University of Arizona courses is usually transferable if it was completed at colleges or universities accredited by regional accreditation associations at the time the course work was completed.
- If course work was completed at a non-regionally accredited school, the student may request that up to two (2) courses be considered for transfer, not to exceed a maximum of 10 credits. See [Non-Regionally Accredited Course Work Transfer Policy](#).

- Requests for credit for Prior Learning (Prior Learning Assessment) are reviewed on a case by case basis. No more than six (6) general elective credits for Prior Learning will apply to the student's degree. See **Credit for Prior Learning Policy**.
- Course credit earned at an institution of higher education in another country is generally considered transferable if that international institution is recognized by the Ministry of Education as a degree granting institution or by an American accreditation body.
- Credit is not given for grades lower than a "C".
- Grades from other institutions are not included in the calculation of the University of Arizona grade-point average.
- The University of Arizona considers the credit recommendations from the American Council on Education (ACE). Remedial, vocational, and personal development courses are not accepted for credit.
- Physical education (PE) activity courses and **Success Courses** are accepted for credit; however, no more than three (3) PE activity credits and three (3) Success Course credits will apply as general electives toward the student's degree.
- **Proficiency or competency credit-by-exam** earned at another college or university is non-transferable.
- The **Office of Transfer Credit & Articulation** collaborates with appropriate University faculty on the evaluation of transfer credit and determination of transferable learning.
- Courses from Arizona public community colleges are evaluated by the Director of Transfer Curriculum & Articulation and by the appropriate University faculty to determine which courses are acceptable for transfer.
- Transferability of courses of independent study, internship, or practicum are subject to approval by the appropriate faculty at The University of Arizona and may be restricted both in number of units and in degree applicability. Students who have taken community college courses in these categories may petition for an exception.
- **Students who lack not more than a one-semester course** toward the fulfillment of curriculum and minimum-graduation-average requirements may apply, as the final course to complete the degree, a single one-semester course in residence at another accredited institution. The graduation GPA shown on the transcript will include the grade from the approved course taken in absentia. An anecdotal note will be added to the transcript explaining the difference between the graduation GPA and the cumulative GPA, which will not reflect the course taken in absentia. Permission must be obtained from the academic dean, prior to enrolling for the course, to apply the grade received in such a course toward the graduation average. This provision may be applied also to the required separate average of 2.000 in the major field if prior permission is obtained from the **major advisor** and the academic dean.

Applicability of **transfer credit** to a student's academic curriculum is determined by the academic advisor in the student's major **department**.

University of Arizona

<https://catalog.arizona.edu/policy/courses-credit/credit/az-community-college-transfer>

Arizona Community College Transfer Guides

The **Arizona Community College Transfer Guides** present the lower-division requirements of bachelor's degree programs at the University of Arizona in terms of the transferable courses available at Arizona community colleges, numbered in the community college notation. The Transfer Guides should be used in conjunction with the General Catalog and the Course Equivalency Guides in the **Arizona Course Equivalency Guide**. Students should refer to the community college catalogs for descriptions of the community college courses listed in the Transfer Guides.

Transfer of community college courses not listed in the Transfer Guides or the Course Equivalency Guide must be approved by the University of Arizona academic unit that offers the degree being sought. Courses accepted for transfer in this way may be restricted both in number of units transferable and the manner in which they may be used to satisfy degree requirements.

Please consult with your **academic advisor** regarding transfer credit.

University of Arizona

<https://catalog.arizona.edu/policy/courses-credit/credit/gen-ed-transfer>

General Education Transfer Credit

General Education coursework completed at another institution may be transferred to the University of Arizona. The type and number of General Education requirements that are satisfied by transfer courses is dependent on the type of institution and the specific courses taken.

### **Transfer Courses from Arizona Institutions**

#### **Arizona General Education Curriculum (AGEC)**

The Arizona public community colleges and the three state universities, including UArizona, have agreed upon a common structure for a general education core curriculum. This common structure is called the Arizona General Education Curriculum (AGEC). AGECE is composed of a minimum of 35 semester units of lower-division general education coursework that prepares the student for transfer.

Students transferring from an Arizona community college to one of the state universities have the option of completing the lower-division general education requirements at the university or completing the AGECE while at a community college.

Completing the AGECE will fulfill the following lower-division general education requirements at the University: composition, mathematics, Exploring Perspectives, Building Connections Courses and required attributes. The University reserves the right to verify that an AGECE certified by a community college conforms to State-approved policy before the AGECE is



applied toward a UArizona degree. Students with an AGEC are still required to fulfill lower-division program requirements, second language, and prerequisites within their college and major/minor area of study to complete a UArizona degree. The requirements to satisfy the AGEC are available through the Arizona community college advising centers.

In the absence of a complete certified AGEC, transfer students from Arizona community colleges may meet their general education requirements with a combination of AGEC-approved courses taken before their initial enrollment at UArizona, along with subsequent UArizona general education course work.

### **Arizona Community College Transfer Courses (for students without a certified AGEC)**

For students who have not completed the Arizona General Education Curriculum (AGEC), Arizona community college transfer courses will apply to the [Foundations](#) component of the UA General Education Curriculum based on equivalencies in the [Course Applicability System \(CAS\)](#).

Community college courses determined by the University of Arizona University-wide General Education Committee to be equivalent to Perspectives and Building Connections courses as noted in the CAS will transfer on a course-by-course basis and fulfill the respective requirements. Additionally, the University of Arizona will accept one or more courses identified by CAS as department elective credit toward Exploring Perspectives and Building Connections requirements in the following manner:

- Transfer applicability will be determined on a course-by-course basis by a [UA academic advisor](#) in the college of the student's primary major.
- Exploring Perspective requirements can be fulfilled by AGEC Arts & Humanities, Social & Behavioral Sciences, or Physical & Biological Science courses that align with each of the four categories: Artist, Humanist, Natural Scientist, and Social Scientist.
- Building Connections courses may be fulfilled by any Arts & Humanities, Social & Behavioral Sciences, or Physical & Biological Science AGEC courses whose content approaches a topic from multiple perspectives that will enhance conceptual thinking, problem solving, innovative design, critical analysis, evaluation of ideas, and creation of knowledge/products.
- Any accompanying attributes from EP and BC courses will count toward the student's requirement of general education course attributes.

When incorporating one or more transfer courses to satisfy General Education requirements, students should seek [advising](#) at the University of Arizona to ensure the breadth of exposure central to the General Education curriculum. Students completing an AGEC at a community college should obtain General Education advising at the community college.

Advising for major-specific requirements should be obtained at the University.

### **Transfer Courses from California Institutions**

### **Intersegmental General Education Transfer Curriculum (IGETC)**

The California public community colleges and state universities have agreed upon a common structure for a general education core curriculum. This common structure is called the Intersegmental General Education Transfer Curriculum (IGETC) or the California State General Education Pattern (CSUGE). The IGETC and the CSUGE are composed of a minimum of 35 - 40 semester units of lower-division general education course work that prepares the student for transfer.\* All transferable course work must be completed with a grade of -C- or better.

Students transferring to the University of Arizona from California with an IGETC certified by a California community college will have completed the majority of the University's lower-division General Education requirements. The IGETC will fulfill the following lower-division General Education requirements at the University: freshman composition, mathematics-General Strand, Exploring Perspectives and Building Connections courses and required attributes.

The University reserves the right to verify that an IGETC certified by a community college conforms to California-approved policy before the IGETC is applied toward a UArizona degree. Additionally, students with an IGETC are required to fulfill (1) the [Second Language Requirement](#), (2) prerequisites for advanced standing in the college and/or major/minor areas of study, and (3) all specific upper-division degree program requirements.

\*Note: For purposes of this transfer policy, the IGETC is identified; but completion of the CSUGE is equally acceptable in the same ways.

### **California Transfer Students without a certified IGETC**

In the absence of a certified IGETC, transfer students from California colleges and universities may meet the UArizona General Education requirements with a combination of IGETC-approved courses taken before their initial enrollment at UArizona, along with subsequent UArizona General Education course work.

### **Transfer Courses from Four-Year and Out-of-State Two-Year Colleges**

Transferable courses from out-of-state institutions and Arizona four-year institutions may apply to the [Foundations](#) component of the UA General Education curriculum based on a course-by-course evaluation by University advisors in departments offering First-Year English Composition, Mathematics, and Second Languages.

The University of Arizona will accept one or more transfer courses toward fulfilling Exploring Perspectives and Building Connections requirements in the following manner:

- Transfer applicability will be determined on a course-by-course basis by a [University academic advisor](#) in the college of the student's primary major.
- Exploring Perspective requirements can be fulfilled by courses that align with each of the four categories: Artist, Humanist, Natural Scientist, and Social Scientist.

- Building Connections courses may be fulfilled by any Liberal Arts or Science courses whose content approaches a topic from multiple perspectives that will enhance conceptual thinking, problem solving, innovative design, critical analysis, evaluation of ideas, and creation of knowledge/products.
- Any accompanying attributes from EP and BC courses will count toward the student's requirement of general education course attributes.

When incorporating transfer course work to satisfy General Education requirements, students should seek [advising](#) to ensure the breadth of exposure key to the General Education curriculum.

## University of Arizona

<https://catalog.arizona.edu/policy/courses-credit/credit/non-regionally-accredited-transfer>

### Non-Regionally Accredited Course Work Transfer

Students who complete course work at a college or university that is not regionally accredited may submit a request that their course work be considered for transfer. The University of Arizona will review course work from a non-regionally accredited institution if it is nationally accredited—recognized by the Council for Higher Education Accreditation (CHEA). Non-regionally accredited course work will be reviewed for transfer credit based on an official transcript from the offering institution, as well as a syllabus for each course to be evaluated by the department or college faculty.

Official transcripts should be provided to the [Office of the Registrar](#). Students must submit syllabi for each course to the [Office of Transfer Credit & Articulation](#) for evaluation of credit. Transferability of course work will be determined by faculty in the appropriate department or college, and the credit awarded may be restricted both in number of units and in degree applicability. Non-regionally accredited course work completed over eight (8) years ago may not apply to a student's current degree program unless otherwise approved by the major department (as per the [Time Limits](#) policy).

Students must meet the following standards if they are interested in receiving credit for course work completed at a non-regionally accredited institution: they must be admitted to the University, enrolled in a degree program, and need the credit to satisfy a degree requirement.

**Students may submit up to 2 courses, not to exceed a maximum of 10 credits**, for review by the appropriate department faculty. In addition, the non-regionally accredited course work must be deemed college level by the faculty evaluating the course, and must meet or exceed “C” level work. The credit accepted for transfer will not be calculated in the student's GPA, cannot duplicate any previously awarded credit, and cannot be used to satisfy residency requirements.

Students should consult with their major [Academic Advisor](#) for applicability of any transfer credit they receive from the evaluation process.

Arizona State University

<https://catalog.asu.edu/transfer>

Transfer Credit

### **Undergraduate students**

#### **How credits transfer to ASU**

[ASU accepts transfer credit](#) for traditional coursework that a student has successfully completed at regionally accredited institutions of higher education as documented on an official transcript. The applicability of a specific transfer course toward an ASU degree program depends on the requirements of the department, division, college or school in which the student is enrolled at ASU.

When a student transfers to ASU from another college or university, the following general standards for transfer credits apply:

- ASU accepts college-level (not remedial) courses in which the student has earned a grade of "C-" (scale is 4.00="A") or higher from regionally accredited colleges and universities.
- A maximum of 64 semester hours of credit can be accepted as lower-division credit when transferred from a regionally accredited community, junior or two-year college, with the exception of some special programs.
- Some ASU colleges and schools may not accept credit for courses that are evaluated with nontraditional grading systems (e.g., pass/fail).
- Acceptable academic credits earned at other institutions that are based on a different unit of credit than the one prescribed by the Arizona Board of Regents are subject to conversion before being transferred to ASU. All ASU students must meet graduation requirements (university, college, major and general studies requirements) in order to earn a degree.
- The applicability of a specific transfer course toward an ASU degree program depends on the requirements of the department, division, college or school in which the student is enrolled at ASU.
- The ASU college of a student's major determines how transfer courses fulfill the degree requirements of the ASU major. The student should review the degree requirements of the intended degree program and talk with an academic advisor about the transfer credits and how they will apply to that program. Students may search [ASU's academic programs](#) and read program requirements.
- Grades and honor points earned at other colleges and universities are considered for admission, but the ASU cumulative GPA is based solely upon coursework taken at ASU.

#### **Types of transfer credits NOT accepted by ASU:**

- courses for which the student earned a final grade lower than "C-"

- credit awarded by postsecondary schools in the United States that lack candidate status or are not accredited by a regional accrediting association
- credit awarded by postsecondary schools for life experience
- credit awarded by postsecondary schools for courses taken at noncollegiate institutions (e.g., governmental agencies, corporations, industrial firms, etc.)
- credit awarded for continuing education units (CEU), continuing education credit, workshops, seminars, professional development courses, and other not-for-credit courses through postsecondary institutions.

A student who feels they have been unjustly denied credit for transfer may appeal the decision.

- Prospective students can contact [Admission Services](#) or Academic Transfer Credit Solutions ([articulation@asu.edu](mailto:articulation@asu.edu)).
- Admitted students can contact their academic advisor or academic unit (found via [My ASU](#)).

### Graduate students

Graduate students should refer to the latest [Graduate College Policy Manual](#) for information about transferring credit as a graduate student (also termed “pre-admission credits”).

Arizona State University

<https://admission.asu.edu/apply/transfer/transferring-credits>

Transferring Credits to ASU

### How credits transfer to ASU

When you transfer to ASU from another college or university, the following general standards for transfer credits apply. You can use ASU transfer tools to learn how credits will transfer and begin creating your roadmap to graduation.

<p><b>Accepted credits</b> ASU accepts college-level (not remedial) courses in which transfer students have earned a grade of “C-“ (4.00=”A”) or better from regionally accredited colleges and universities. If a course is repeated, the first course in which a minimum of “C-“ grade was earned will be used. Pass grades may be transferable to ASU if the institution or transcript indicates the "P" grade is comparable to a C- or better. Pass grades are not calculated into your transfer GPA for admission.</p>	<p><b>Applicability</b> The applicability of a specific transfer course toward an ASU degree program depends on the requirements of the department, division, college or school in which you are enrolled at ASU.</p>
<p><b>Credit hours</b></p>	<p><b>Credit conversion</b></p>

<p>A maximum of 64 semester hours of credit will be accepted as lower-division credit when transferred from a regionally accredited community, junior or two-year college, with the exception of some special programs. An unlimited number of credit hours will be accepted from four-year institutions. Upon admission to the university, you will work with an ASU academic advisor to determine how your transferable credits apply toward your selected major.</p>	<p>Acceptable academic credits earned at other institutions that are based on a different unit of credit than the one prescribed by the Arizona Board of Regents are subject to conversion before being transferred to ASU. All ASU students must meet graduation requirements (university, college, major and general studies requirements) to earn a four-year degree.</p>
<p><b>Degree requirements</b> The ASU college of your major determines how transfer courses fulfill the degree requirements of your ASU major. You should review the degree requirements of the program into which you intend to transfer and talk with an academic advisor about your transfer credits and how they will apply to your degree program.</p>	<p><b>Determining GPA</b> Grades and honor points that you earned at other colleges and universities are considered for admission, but your ASU cumulative grade point average is based solely on coursework taken at ASU.</p>

**Types of transfer credits not accepted by ASU:**

- Courses in which you earned below “C-” as your final grade.
- Credit awarded by postsecondary schools in the United States that lack candidate status or are not accredited by a regional accrediting association.
- Credit awarded by postsecondary schools for life experience.
- Credit awarded by postsecondary schools for courses taken at noncollegiate institutions (e.g., governmental agencies, corporations, industrial firms, etc.).
- Credit awarded for continuing education units (CEU), continuing education credit, workshops, seminars, professional development courses and other not-for-credit courses through postsecondary institutions.
- A student who feels they have been unjustly denied credit for transfer may appeal the decision.
  - Prospective students can contact [Admission Services](#) or [Academic Transfer Credit Solutions](#).
  - Admitted students can contact their academic advisor or academic unit (found on My ASU).

Northern Arizona University

<https://www9.nau.edu/policies/Client/Details/1505?whoIsLooking=Students&pertainsTo=All&sortDirection=Ascending&page=4>

Undergraduate Transfer Credit and Credit by Exam

### **UNDERGRADUATE TRANSFER CREDIT**

- [ACE Alternative Course Credit](#)
- Prior Learning Assessment
- Credit for U.S. Military Service
- [The Arizona Course Equivalency Guide \(CEG\)](#)

### **CREDIT BY EXAM**

- Advanced Placement (AP)
- Cambridge International Exam (CIE)
- Challenge Exams
- College Level Exam Program (CLEP)
- DSST (formerly DANES Subject Standardized Tests)
- International Baccalaureate Diploma & Certificate Credit (IB)

### **UNDERGRADUATE TRANSFER CREDIT**

To meet the requirements of a particular degree plan, students may use transfer credit from other institutions. Transcripts are required in the transfer credit review process to determine the number of units to be accepted and in what manner they will apply toward satisfying NAU liberal studies, diversity, major, minor, and/or certificate requirements. Course equivalencies are established based on the alignment of the most recent review of the course's learning outcomes. While NAU accepts transfer credit units, course grades are not accepted or calculated into the GPA from these courses i.e., GPA does not transfer. Students may request the review of transfer credit in the event the course changed equivalency between the time the student originally took the course and the time they requested transfer credit from NAU.

Credits submitted by students may be considered for acceptance if the institution was accredited and the accrediting body was recognized by the Council for Higher Education Accreditation (CHEA) at the time of the student's enrollment (See CHEA's [Directory of Recognized Organizations](#)). Undergraduate credit, from accredited four-year institutions, will be accepted on a credit-unit-for-credit-unit basis (adjusted for semester/quarter terms, if applicable) for college-level courses with grades of "P" (credit awarded), "C," 2.0, or better. The credit accepted for transfer cannot duplicate any previously awarded credit.

Additionally, Northern Arizona University will accept up to 64 transfer credit units from a combination of accredited two-year institutions, prior learning assessment credit, and the American Council on Education (ACE) [Alternative Credit Project™](#). These credits must be college-level with grades of "P" (credit awarded), "C," 2.0, or better. NAU has ABOR approval to accept up to 90 transfer credit hours from a combination of accredited two-year institutions, prior learning assessment credit, and the American Council on Education

(ACE) [Alternative Credit Project™](#) for specific degree programs. Program requirements and transfer policies, noted in the academic catalog, for these specific degree programs, should be reviewed carefully.

Students who transfer from Arizona higher education public institutions will follow the degree requirements in effect at the time the coursework began provided that attendance was continuous (as explained under [Catalog to Use for Degree Requirements](#), Policy #100304).

[The Arizona Course Equivalency Guide \(CEG\)](#), which is part of the AZTransfer.com System, indicates how the universities accept transfer coursework (numbered 100 or above) from Arizona higher education public institutions.

Students pursuing a baccalaureate degree at Northern Arizona University who have completed the Arizona General Education Curriculum (AGEC) from an Arizona public or tribal community college, the Intersegmental General Education Transfer Curriculum (IGETC), or California State University General Education (CSUGE) from a California public community college are considered to have satisfied NAU's Liberal Studies Distribution Blocks and Foundation requirements as well as the US Ethnic and Global Diversity requirements. However, completion of the AGEC, IGETC, or the CSUGE does not satisfy the Junior Writing and Senior Capstone requirements. Students will still need to complete these requirements as part of their undergraduate degree.

### **Prior Learning Assessment**

Prior Learning is a term that refers to learning and experiences an individual acquires outside of the traditional academic environment. This learning is typically not indicated on a college or university transcript and can be acquired through work experience, workshop participation, in-service training, or involvement in professional organizations.

Credit may be awarded for verifiable college-level learning gained through workforce or other training experience when [credit-by-exam or challenge exam options](#) are not available or applicable. Departments will determine the application of prior learning toward major requirements.

Additionally, Northern Arizona University also evaluates and may accept transfer credit for Prior Learning that has previously been evaluated and accepted by a CHEA recognized institution using one of the following methods: workforce training documentation, portfolio of relevant professional work, or official certification. Departments will determine the application of these credits toward major requirements.

Furthermore, Northern Arizona University also utilizes the credit recommendations from the American Council on Education (ACE). An ACE credit recommendation represents college-level equivalencies based on a review of workforce training, military training or occupations, and other sources of learning outside the college classroom, such as national exams and certifications. Departments will determine the application of the ACE credit toward major requirements.



### **Credit For U.S. Military Service**

A student can be awarded an additional 4 units of credit for 18 consecutive months of active duty in the U.S. Armed Forces if terminated under honorable conditions, as documented on the DD214.

Furthermore, a student who has earned a commission in the U.S. Armed Forces may petition the Office of Undergraduate Admissions and Orientation for another additional 12 general elective units.

Please see [Military and Veteran Admission](#) for more information.

### **CREDIT BY EXAM**

Students can use the credit-by-exam option to demonstrate discipline-specific proficiency and gain credit for college courses. Students can only use credit-by-exam for courses that the college or department has approved for this option. Some colleges and departments do not permit credit-by-exam, and those that do may limit the availability of course(s) to be challenged by exam.

Where exams for credit are allowed, they are governed by the general requirements that follow and by the policies of the college or department.

The following requirements apply to all exams for credit.

- Students may earn up to 60 units by exam either at NAU or transferred to NAU from another accredited institution. Credit-by-exam earned at another institution may be re-evaluated using NAU standards.
- Credit-by-exam equivalencies are based on the most recent iteration of the exam.
- The same exam may not be repeated within a year of the first attempt.
- Under no circumstances will students be permitted to take an exam for the same course more than twice.
- Credit earned by an exam must not duplicate credit already earned for the same course.
- Credit will not be given for a course that is equivalent to, more elementary than, or substantially overlaps with another course where credit has already been received.
  - Courses in Progress: Students who are currently enrolled in a language course, other than English, and want credit for a more introductory course(s), must take the exam for that course before the midterm of the course currently enrolled.
  - Credit earned by exam becomes part of a student's academic record.

NAU will not accept Retrocredit, Challenge, or CLEP exam credit within the 100-200 levels in the primary language of instruction of the student's secondary school [high school] where they graduated.

Northern Arizona University

<https://nau.edu/statewide-campuses/90-30-degree-completion-programs/#:~:text=NAU's%20transfer%2Dfriendly%20bachelor's%20degrees,finish%20your%20degree%20without%20relocating.>

90/30 degree completion programs

### **NAU's transfer-friendly bachelor's degrees**

You can transfer up to 90 lower-division college credits to Northern Arizona University. Then, complete the remaining 30 upper-division credits (10 courses) to finish your degree without relocating.

### **90 college credits + 30 NAU credits**

Northern Arizona University is the only university in Arizona with 90/30 bachelor's degree programs, allowing you to maximize your time and money while pursuing your degree.

### **Advantages of a 90/30 program**

- **Begin your career early.** Earn stackable credentials, allowing you to be employed in your career field while finishing your bachelor's degree. You can earn a certificate and an associate degree at the community college, then transfer to NAU and choose from a variety of bachelor's degree completion programs.
- **Flexible options.** Northern Arizona University's degree completion programs are available at convenient [statewide locations](#) throughout Arizona and [online](#).
- **Maximize your time:** NAU's classes are scheduled in a cohort. Your degree completion plan will be clearly defined, so you'll know what classes to take and when. This will enable you to efficiently complete your university coursework in one year.
- **Save money:** This is an affordable path to earning a bachelor's degree. Benefit from tuition cost savings at the community college, then pay for one year of NAU tuition at reduced rates, while you attend any of NAU's statewide locations or online.
- **Take the next step in your career:** Earn a bachelor's degree and be prepared for leadership and growth opportunities in your field.
- **Transfer more credits:** NAU accepts up to 90 transfer credits towards the degree completion program you choose—most degree completion programs at other universities only accept up to 64 transfer credits.

Northern Arizona University's 90/30 degree completion programs span many disciplines, from career and technical education, to dental hygiene, to health sciences, to interdisciplinary studies, to nursing. Search the catalog for the complete list of the 90/30 degrees NAU offers.

- [Public Administration 90-30 \(Bachelor of Science\)](#)
- [Applied Human Behavior 90-30 \(Bachelor of Science\)](#)
- [Engineering Technology 90-30 \(Bachelor of Science\)](#)
- [Career and Technical Education 90-30 \(Bachelor of Science in Education\)](#)
- [Strategic Leadership 90-30 \(Bachelor of Science\)](#)

- [Hospitality Leadership 90-30 \(Bachelor of Science\)](#)
- [Interdisciplinary Studies - Emergency Management 90-30 \(Bachelor\)](#)
- [Interdisciplinary Studies - Justice Studies 90-30 \(Bachelor\)](#)
- [Nursing - Option for Registered Nurses \(Bachelor of Science in Nursing\)](#)
- [Engineering Technology \(Bachelor of Science\)](#)

University of California (all UC institutions)

<https://admission.universityofcalifornia.edu/counselors/preparing-transfer-students/transfer-credit-practice.html>

Transfer Credit Practices

Few things are as frustrating or demoralizing to students than discovering that some of their credits won't be counted toward their UC degree. That's why it's imperative that prospective transfer students take college courses that are acceptable to UC for transfer credit.

#### **How UC determines transfer credit**

The UC awards unit credit for college courses completed at [U.S. colleges and universities accredited by one of the seven former regional accrediting agencies \(including Middle States Commission on Higher Education\)](#); or at a university recognized by the Ministry of Education (or higher-education authority/appropriate government agency) in another country that offers university-level academic degree program courses comparable to a U.S. associate's or bachelor's degree.

Courses determined to be essentially the same as courses offered for an undergraduate degree at any UC campus will be awarded credit if the course:

- is listed in the original institution's catalog/website of official courses offered for the year in which the course was completed; and,
- includes the same or similar content; and,
- requires the same or similar prerequisite coursework; and,
- is offered at the same level of instruction.

Courses that further the student's knowledge and understanding in fundamental liberal arts disciplines such as mathematics, natural science, literature, social sciences, fine arts and philosophy, are acceptable for transfer if comparable in scope and depth to those offered at UC.

UC **does not** award credit for: work or volunteer experience, vocational or technical training, and personal enrichment courses; remedial academic or pre-baccalaureate courses, especially in English and math; or College-Level Examination Program (CLEP) or DANTES Subject Standardized Tests (DSST) exams. Additionally, coursework from an international junior/community college program that is technical or vocational, or which does not lead to further academic study at a university in the international country, will not receive transfer credit at UC.

Courses accepted for transfer must be reported on an official transcript (academic record) which must be provided to the UC campus in a sealed envelope (or electronically submitted from a UC campus-acceptable vendor) from the original college/university of enrollment, bearing the institution's official seal and registrar's signature.

Courses completed at unaccredited institutions or institutions not accredited by one of the former regional accrediting agencies may be reviewed on a case-by-case basis after matriculation at UC.

### **Pass-along credit**

UC does not award credit posted to a third-party institution's transcript. Credit is only considered from the original institution's official academic record.

### **Limits on transfer credits**

Students will be granted up to 70 semester/105 quarter units of credit for lower-division coursework completed at any institution or any combination of institutions. For units beyond the maximum, subject credit for appropriate coursework taken in excess of this unit limitation will be granted and may be used to satisfy requirements.

- Units earned through AP, IB and/or A level examinations are not included in the limitation and do not put applicants at risk of being denied admission.
- Units earned at any UC campus (Extension, summer, cross/concurrent and regular academic year enrollment) are not included in the limitation but are added to the maximum transfer credit allowed and may put applicants at risk of being denied admission due to excessive units.
- **Note:** if all courses are completed at one or more 2-year (community) colleges, a student would never be in danger of having too many (excessive) units.
- In addition, UC places limitations on the number of units/credits or courses awarded in the following areas:
- English as a Second Language courses: a maximum of 8 semester (12 quarter) units
- Physical Education courses: a maximum of 4 semester (6 quarter) units of PE activity; a maximum of 8 semester (12 quarter) units of PE theory

### **Examination scores/grades**

UC awards credit for examinations as follows:

- [College Board Advanced Placement \(AP\)](#) - scores of 3, 4 or 5 on select exams
- [International Baccalaureate \(IB\) Higher Level](#) - scores of 5, 6 or 7 on select exams
- [GCE and Singapore-Cambridge Advanced Level \(A levels\)](#) - grades of A, B or C on select exams

### **Repeated courses**

A student is allowed to repeat each course in which a C-, D+, D, F or NP grade was originally earned, as many times as necessary, until the first time he or she earns a letter grade of C or better. The following rules apply:

- The replacement (repeat) course must have curriculum similar to the original course (the same content but not necessarily the same title).

- The new grade earned will replace the deficient grade in the GPA calculation. UC does not average the grades.
- All coursework (original and repeats) must be reported on the admission application.
- A non-honors course can be used as a repeat of an honors-level course.
- An honors-level course may be used as a repeat of a non-honors course.
- Repeat of C (2.0) grades is not allowed.
- Repeat of courses out of sequence is not allowed.
- Students may not repeat a lower-level course if a grade of C- or higher has already been earned in a higher-level course.
- UC courses must be repeated at UC, but not necessarily at the original campus.

*Duplicative credit prohibited:* UC will not grant credit for college courses in which the content duplicates material of a previously completed course or examination for which credit has already been granted, with the exception of the repeat of deficient (D/F) course grades.

### **Language/literature credit for students whose native language is not English**

A student whose native language is not English — and who has completed at least nine years of education conducted in that native language — may receive credit for language courses in the native language only if the courses are **advanced** courses at the **upper-division level**. No similar restriction exists on earning college credit for literature in the native language at either the lower- or upper-division level.

***Final determination on the transferability of coursework for credit will be made by the admissions office based on UC's review (not that of another institution).***

### **Credit from California Community Colleges**

#### **Transferable course agreements**

UC has transferable course agreements (TCAs) with all California community colleges (CCCs). These agreements specify the courses that will receive baccalaureate degree credit from us. All CCCs also have agreements with UC campuses that specify which of the transferable courses may be used to meet various general education/breadth and major preparation requirements. These agreements were developed to ensure continuity in students' academic programs.

#### **How UC determines transferability for CCC courses**

Two basic principles are involved in determining whether a community college course is transferable:

- **The course should be comparable to one offered at the lower-division level at a UC campus.**
- **If the course is not equivalent to a particular UC course, it must be appropriate for a UC degree in terms of its purpose, scope and depth.**

Courses approved for transfer are applied as advanced-standing elective credit toward an undergraduate degree at any UC campus.

### **Course review**

Each year, we contact the articulation officer at each CCC requesting assistance in updating the TCA. We send general information related to the articulation process, a copy of the community college's most recent articulation agreement and specific instructions for reviewing and updating the agreement. Community colleges send us their most recent catalog and a listing of new courses (including course outlines) for review.

### **Campus articulation**

Our campuses use information in the transferable course agreements to develop various campus-specific articulation agreements with the California community colleges. These agreements, described below, allow prospective transfer students to work toward a specific UC degree while enrolled at a community college.

Individual deans of colleges and schools at the UC campuses determine the acceptability of transfer courses to satisfy degree requirements. Campus admissions or relations with schools offices serve as liaison between the community college articulation officers and the UC deans.

### **General education/breadth requirement agreements**

General education/breadth requirement agreements specify which community college courses may be used to satisfy general education/breadth requirements of particular colleges and schools at a particular UC campus.

### **Major-preparation requirement agreements**

Major-preparation requirement agreements specify which community college courses may be used to satisfy preparation requirements for particular majors or programs of study at a particular UC campus.

### **Course-by-course agreements**

Course-by-course agreements specify the community college courses that are comparable to or "acceptable in lieu of" corresponding courses at a particular UC campus.

UC articulation analysts review the submitted material, and then we send an electronic notification to the community college and each UC campus. The updated TCA is posted on [ASSIST](#).

CCC transfer articulation officers

For information on developing and submitting TCAs, visit [UC's transfer articulation site](#).

### **Credit from other 2-year and 4-year institutions**

UC does not have preapproved formal agreements on transferable coursework outside of the California community college system. To get an idea of likely transferable courses from four-year institutions and out-of-state two-year colleges, refer to the general catalog for any UC campus or to a transfer course agreement (TCA) that UC has with any California community college.

For TCAs, visit [ASSIST.org](https://assist.org) and follow these steps:

- Select any community college in the search for transferable courses section.
- Click on the UC Transferable Courses button then look for similar course names as those the student has completed elsewhere.

### Credit from a UC Institution

All courses completed and grades and units earned at a UC main campus (not UC Extension) during fall, winter, spring and summer are transferable to another UC campus.

Courses from enrollment at any UC Extension division are transferable if the course is numbered X1-X199. Courses numbered 1-199 which include a campus designation (e.g. XB, XLA) are equivalent to the same course offered to undergraduates on that campus.

Information on how to advise students who were previously enrolled at a UC campus, but have not yet completed a bachelor's degree, can be found on the [transfer requirements page](#) under "UC-to-UC transfer" or in the [Quick Reference \[PDF\]](#) under "Other Types of Transfer Students."

### Credit for Prior Learning

Type of credit	Documentation required	Additional information
AP, IB, A levels	UC requires official/original score report/transcript/statement of results*	No credit for CLEP or DANTES exams
Credit from another institution	UC requires official/original transcript/academic record*	
Military credit	UC requires official/original Joint Services Transcript (JST)*	UC will consult the American Council on Education (ACE) recommendations for information regarding course content and as a guide to awarding credit; credit for military courses is determined <b>after</b> matriculation at UC
Dual enrollment credit	UC requires official/original <b>college</b> transcript	Courses must be UC-transferable and posted on the college transcript to be considered for credit
"Credit by exam" equivalency to a college course	UC requires official/original transcript showing credit for a particular UC-transferable course and posted to a specific term with credits and a grade	P/CR grade is acceptable, but course must be listed under a specific term to determine if any coursework has been taken out of sequence

*\*If your college posts this credit on your institutional transcript, UC prefers this information be included at the top or bottom of the transcript so it is clear it is external (3rd party/pass-along) credit.*

University of California – all locations

<https://admission.universityofcalifornia.edu/admission-requirements/transfer-requirements/preparing-to-transfer/basic-requirements.html>

### Basic Requirements

Basic requirements are the academic standards you have to meet to be considered for admission to the UC system. It's important to know about the basic requirements, and they should be the starting point for your transfer planning. If you think you want to transfer, learn more about the [different paths to UC](#).

As a junior-level transfer applicant, you'll need to meet the following requirements. Luckily, some of your major preparation and general education coursework will count toward these requirements.

**Complete the following 7-course pattern by the end of the spring term prior to fall enrollment at UC.**

- Two transferable courses in English composition;
- One transferable course in mathematical concepts and quantitative reasoning;
- Four transferable college courses chosen from at least two of the following subject areas:
  - arts and humanities
  - social and behavioral sciences
  - physical and biological sciences

For example:

- 3 chemistry courses and 1 history course
- 2 sociology courses, 1 physics course, and 1 art history course
- 1 biology course and 3 literature courses

**Complete at least 60 semester (90 quarter) units of UC-transferable credit.**

No more than 14 semester (21 quarter) units of the 60 semester (90 quarter) units may be taken pass/fail or credit/no credit. Learn more about [UC-transferable credit](#).

**Earn at least a 2.4 GPA in UC-transferable courses (2.8 if you're a nonresident).**

Some campuses and majors may require a higher GPA for admission selection.

**Complete the required/recommended courses needed for your intended major with the minimum grades.**



Visit [ASSIST](#) to see the major preparation coursework expected by each campus or refer to UC's [Transfer Pathways](#), a single set of courses you can take to prepare for your major on any of our nine undergraduate campuses.

**As you are planning your UC transfer, keep these important facts in mind:**

- Each course must be worth at least 3 semester units (or 4-5 quarter units) and be UC-transferable. Check [ASSIST](#) to see what courses from your community college are transferable.
- You need to earn a grade of C or better in each course or a Pass (P) grade if pass is equivalent to a C (2.00).
- You need to be in good academic standing (GPA 2.00 or above) at the last college/university you attended prior to enrolling at UC.
- AP exam scores of 3, 4, or 5 may also be used in appropriate subject areas (exception: only one of the two English courses required can be satisfied by an AP exam score).
- All campuses recommend that you complete math and English as early as possible (some highly recommend completing them by the end of the fall term, one year prior to enrolling at UC).
- If you've completed [IGETC](#) or campus-specific general education requirements, you may have already satisfied the 7-course pattern

University of California – LA

<https://admission.ucla.edu/apply/transferring-credits>

Transferring Credits to UCLA

Every year more and more students complete coursework at other institutions before they apply to UCLA. If this is you, it's important to understand how the coursework you complete at other schools will affect your progress toward your degree. Inform yourself now so you won't be surprised later.

**Evaluating Credit for Coursework Done Before Applying**

Due to the large number of applicants, we're not able to evaluate prospective students' coursework in terms of transferability to UCLA. Course-by-course evaluations are only done for admitted students who've notified us that they plan to enroll.

If you're attending another UC campus or California community college, most of your academic coursework will probably be transferable. For more information, visit [ASSIST](#), the statewide transfer information site.

If you attend another four-year or out-of-state institution, you can compare the catalog descriptions of courses you've taken against course descriptions in [UCLA's General Catalog](#), though finding a similar course doesn't guarantee that your credits will transfer. You may review our four-year and [Out-of-State Transferability Guide](#) for more information.

For more information, please refer to [Transfer Requirements](#).

### **Who Determines Which Credits Transfer**

The Undergraduate Admission office determines the transferability of coursework taken at other institutions for newly admitted transfer students.

The Registrar's office determines the transferability of coursework for current UCLA students who attend other institutions during the summer. In doing so, both offices follow the UC's [transfer credit practices](#).

### **When Course Credits for Current Students Are Approved**

The Registrar's office will only evaluate non-UCLA coursework **after** courses have been completed and an official transcript with final grades has been received.

If you're participating in a study abroad organization that requires a signature in order for you to register, you should contact your school or college. Please note, however, that the signature doesn't guarantee that credit will be awarded.

To receive credit, you must:

- Attend a regionally accredited U.S. college or university or a recognized university in another country. If you have questions concerning the accreditation or recognition of the institution you plan to attend, please [contact us](#).
- Take academic courses which are substantially similar to those offered by the UC system.
- Take courses that don't repeat material you have already completed.
- Take all coursework in the proper sequential order.
- Request that the institution attended (this includes UCLA Extension) send us an official transcript. Requests for transcripts from foreign institutions should be made before you leave the country. No credit will be awarded for coursework appearing on a transcript issued by a study abroad organization.
- Check your Degree Audit Report on [MyUCLA](#) (please allow four weeks from the date you requested your transcript). If you have questions about the posting of your credit on the Degree Audit, please submit your inquiry through the message center on [MyUCLA](#).

### **Credit for UCLA Summer Sessions**

Regularly enrolled undergraduates may attend UCLA Summer Sessions for full unit and grade credit. Summer Sessions work is recorded on your UCLA transcript and grades earned are computed in your grade point average.

Check with your college or school counselor about applying these courses toward your minimum unit requirements and for any limitations your college or school may impose on Summer Sessions study. Unlike enrollment in regular terms, you may attend another college/institution for credit while enrolled in UCLA Summer Session.

### **Credit for Non-UCLA Summer Sessions**

#### **From a four-year institution:**

You may attend a summer session at a four-year institution or University Extension after you become a UCLA student. Grades earned in a regular summer session at another UC campus are computed in your GPA; grades earned during a summer session at a non-UC institution are not computed in your GPA. The University Extension catalogs provide information regarding the transferability of their courses. Review this information prior to enrolling.

#### **From a community college:**

You may also attend a community college summer session after you become a UCLA student. You'll receive only unit credit for summer session coursework taken; grades earned during summer session at an institution other than a UC campus are not computed in your grade point average.

UCLA will apply up to 70 semester or 105 quarter credits completed at a community college toward the degree. Units earned in excess of this amount may satisfy subject requirements (general education/preparation for the major), but no further unit credit toward the degree will be granted.

In addition, if you're a student in the College and have completed 105 quarter units, regardless of the institutions attended, you won't receive unit credit toward the degree for courses completed at a community college. Units earned in excess of this amount may satisfy subject requirements (general education/preparation for the major), but no further unit credit toward the degree will be granted.

Consult your academic counselor and UCLA's General Catalog for more information.

### **Credit for Units or Subject Matter Toward Degree Requirements**

Although the admission office may grant unit or subject credit for work completed at another institution, the work may not necessarily apply to specific UCLA degree requirements (i.e., general education or major requirements). Contact your college and/or major advisor regarding specific credit applications and limitations. Also, be aware of the residence requirements, which are specific to your school or college.

University of California – LA

<https://catalog.registrar.ucla.edu/Policies-and-Regulations/Academic-Policies/Degrees>

Transfer Credit

Every California community college has transfer course agreements that specify which courses will receive transfer credit. These courses are displayed on **ASSIST**, the statewide transfer information website. Students can get some knowledge of transfer credit from accredited institutions other than the University of California, or California community colleges, by comparing the descriptions of courses taken with those in this catalog.

Once students complete the courses, they must have the other institution send official transcripts to UCLA Undergraduate Admission electronically through an approved vendor or by mail to Box 951436, Los Angeles, CA 90095-1436. Transfer students should discuss transfer credit with their College or school and/or department adviser.

### **Community College/Lower Division Transfer Limitation**

After completing 105 lower-division quarter units toward the degree at all institutions attended, students are allowed no further unit credit for courses completed at a community college or for lower-division courses completed at any institution outside of the University of California. The University of California does not grant transfer credit for community college or lower-division courses beyond 105 quarter units, but students may still receive subject credit for this coursework to satisfy lower-division requirements. Units earned through Advanced Placement (AP), International Baccalaureate (IB), and/or A-Level examinations are not included in the limitation. Units earned at any UC campus (through extension, summer, cross-campus, UCEAP, Intercampus Visitor Program, and regular academic year enrollment) are not included in the limitation. To convert semester units into quarter units, multiply the semester units by 1.5; for example, 12 semester units  $\times$  1.5 = 18 quarter units. To convert quarter units into semester units, multiply the quarter units by .666; for example, 12 quarter units  $\times$  .666 = 7.99 or 8 semester units.

### University of Florida

<https://catalog.ufl.edu/UGRD/academic-regulations/registration-policies/#transfercredittext>

#### Registration Policies – Transfer Credit

Credit is awarded for college-level coursework completed at a US institution of higher education accredited by one of the following institutional accreditors or its equivalent from a foreign institution:

- Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges (ACCJC)
- New England Commission of Higher Education (NECHE)
- Higher Learning Commission (HLC)
- Middle States Commission on Higher Education (MSCHE)
- Northwest Commission on Colleges and Universities (NWCCU)
- Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
- WASC Senior College and University Commission

Courses completed with grades of D or higher at institutions fully accredited by a national accrediting agency recognized by the United States Department of Education that participate in the statewide course numbering system and that reasonably parallel the curriculum at this university will be accepted for transfer credit as hours earned.

Courses must be similar in nature and content to courses in the UF undergraduate curriculum to be transferred. Courses that are remedial, technical, vocational, or doctrinal in nature are not transferable to an undergraduate degree. It is the prerogative of the student's UF college to determine how transfer credits apply to a degree. Students should expect to receive 60 transfer credits with an AA degree from a Florida public community/state college.

Junior/senior-level (courses numbered 3000-4000) course requirements for the major must be completed at UF or, with permission of the student's UF college, at another accredited baccalaureate degree-granting institution. Refer to Residence Requirements for additional policy regarding graduation requirements.

[More Info](#)

Students are required to submit final official transcripts from all institutions attended before or during their enrollment at UF.

*Failure to declare attendance at another institution can invalidate admission to UF and any credits or degrees earned.*

University of Illinois

<https://www.admissions.illinois.edu/policies#transfer-credit>

Transfer Admission Policies

### **Acceptance of Credit From Other Collegiate Institutions**

Credit may be accepted from another accredited university or college. Accepted credit will be based on evaluation of the primary transcript of record of each institution attended.

Duplicate credit will be counted in the GPA but excluded from hours earned. A student who has passed a course at UIUC may not be given credit for the same course taken elsewhere.

Transfer students must meet the academic residency requirements that apply to all students for a degree from the university. In all cases, the precise amount of transfer credit that can be applied toward a particular degree will be determined by the university academic community and department concerned. Applicants might be asked to submit course descriptions or syllabi.

### **Illinois Colleges & Universities**

UIUC participates in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer between institutions of the completed IAI General Education Core Curriculum (GECC). Completion of the IAI GECC ensures that a student's general education requirements are met upon transfer to UIUC, although students will also be required to complete additional campus, college, and major graduation requirements, in addition to those satisfied by the GECC.

Completion of the GECC is recommended for students who are exploring their educational options, but students who have chosen a major at UIUC into which they intend to transfer

will be better served following major-specific programs. Students who anticipate transferring to UIUC are strongly advised to work with their institutions' academic advisors and to consult our [Transfer Handbook](#) for any additional transfer requirements specific to the degree requirements for their program of choice.

At UIUC, junior standing is attained upon the completion of 60 credit hours. Completion of an AA or AS degree typically requires an earned credit total beyond 60 hours. Please note that some test credit, such as CLEP exams, may not be transferable to UIUC.

### **Traditional Domestic Transfer Credit**

Transfer work is evaluated for admission purposes and considered for credit. The university evaluates transfer work completed at institutions accredited by a [regional or national accrediting organization](#) recognized by the Council for Higher Education Accreditation, including institutions under candidacy status. Foreign institutions must be recognized by the ministry of education in the home country or an equivalent government authority.

To be eligible for admission and credit, transfer work must be similar in nature, level, and content to courses in the undergraduate curriculum and/or applicable to an undergraduate academic program. Other transfer work that is deemed nontransferable (such as continuing education courses, graduate-level courses, and courses that are remedial, technical, vocational, or doctrinal in nature as determined by the campus) are not used in admission decisions regardless of the institution's accreditation.

Credit for transfer courses is either applied as a direct equivalent with university courses or applied to a degree in a manner determined by the department and academic community.

The precise amount of transfer credit that is awarded and applicable toward a particular degree is determined by or in consultation with the university academic community and department concerned.

*Note: "Transfer work" and "transfer courses" are used interchangeably in this policy. Regardless of the term, this policy applies to transfer not in the form of courses, such as credit for military service and credit earned through testing and experiential learning. Transfer work not in the form of courses is evaluated for transfer per the terms of this policy.*

### **International Transfer Credit**

International transfer coursework will be accepted for admission purposes to the university under the following conditions:

- The college or university offers degree programs comparable to programs offered by UIUC.
- The college or university is sufficiently accredited or recognized by the home-country ministry of education or equivalent governmental authority.

International transcripts and coursework are evaluated according to the following requirements or considerations:

- Coursework is transferrable with a grade of C- or above only and will appear on the student's UIUC transcript as credit only.
- Transcripts must be submitted from all institutions attended.
- Transcripts must be either in English or accompanied by certified translations (see our translation guidelines below).
- Transcripts are evaluated on a course-by-course basis.

The following types of courses are generally not transferrable:

- Courses under three credits if taken prior to Fall 2013 term
- Certain courses pertaining to religion, politics, and military science
- Grammar courses pertaining to the student's native language
- ESL and English language courses
- Courses that focus on practical or how-to instruction
- Vocational courses
- Law courses
- Veterinary courses
- Criminal justice courses
- Counselling courses

Courses under three credits taken during the fall 2013 term and after will be evaluated for possible transferability. Individual course credits and term credit totals may be reduced when the amount of transferable credit exceeds normal expectations.

If current students wish to take off-campus international coursework (for example, summer courses abroad), questions regarding course transferability can only be addressed after receipt of official transcripts. As campus does not have formal agreements with service providers such as SIE and LION, course equivalency information displayed on provider websites cannot be confirmed for accuracy.

### **Nontraditional Credit**

Acceptance of credit awarded on a basis other than collegiate classroom experiences will be considered for transfer admission purposes as follows:

#### **Test credit as transfer credit for admission.**

Students presenting test scores for admission will have the scores evaluated against cutoff scores established for those examinations on the Urbana-Champaign campus. Official score reports should be submitted along with the application for admission to the university. A student presenting test credit as transfer credit may be granted transfer credit if they have completed at least 12 graded semester hours of transferable college-level classroom coursework from the institution or single campus in a multi-campus institution that awarded credit by examination and has successfully completed advanced classroom coursework at the institution awarding the test credit in a course that's acceptable under

our transfer credit policies and can be considered as a sequential continuation of the material covered in the test.

After admission, students not awarded credit under this policy may attempt departmental proficiency examinations to receive credit in those areas in which they claim competence.

**Credit for military training.**

A total of four semester hours of lower-division military science credit will be granted for transfer admission only, if completion of six months or more of continuous active duty in the United States Armed Forces, including basic or recruit training, and an honorable discharge from active military duty to civilian life or transfer to the reserve component is posted on the military record (DD214). Submission of the DD214 is required for credit to be granted. Lower-division military service credit (100 to 200) level satisfies no graduation requirements for any UIUC program of study, except MILS 120, Intro to U.S. Armed Forces, which satisfies a Historical and Philosophical Perspectives General Education Requirement for all degree programs on campus, effective Fall 2015 and forward. Military science credit at the upper-division (300 to 400) level may also be granted for training completed as on-campus Reserve Officers' Training Corps (ROTC) courses at UIUC or as transfer credit for completion of upper-division ROTC coursework at another four-year domestic, post-secondary institution. Upper-division transfer credit is also awarded for completion of either/both of the Marine Platoon Leadership Class programs when documentation of said training is provided. Upper-division military or naval science coursework may be used to satisfy degree requirements as free elective hours. However, the amount of credit permitted to apply to degree requirements does vary according to the individual college's policies. The applicant should contact their intended degree-granting college for more specific information. A total of four semester hours of 100-level Physics elective credit will be granted for successful completion of the United States Navy's Nuclear Power School program, when either a DD214 is submitted with completion of the program listed or a certificate of completion of the program is provided. Credit duplicating ROTC credit won't be awarded.

**Credit for education received in the Armed Forces.**

Official transcripts of military service school training, including Joint Services Transcripts, may be submitted for comparison to UIUC courses for transfer credit. However, content that includes Military Occupational Specialty Training isn't acceptable for transfer to campus. To be eligible for credit, the training must be similar in nature, level, and content to courses in the undergraduate curriculum and/or applicable to an undergraduate academic program.

**Credit earned in academic courses sponsored by non-collegiate organizations**, such as business, industry, and labor, and those not recognized by the April 1977 Board of Trustees policy statement, aren't normally accepted. Such work may be evaluated by the college for potential credit toward a specific degree program after admission and registration, subject to validation by proficiency examination or successful completion of advanced coursework. Credit hours may be reduced at the discretion of the enrolling academic community from



that shown by the originating agency. All criteria are subject to the recommendation of the enrolling academic community and the department that offers similar coursework.

#### **Credit for experiential learning.**

Experiential learning credit isn't accepted for transfer admission purposes. A student who believes themselves to be knowledgeable in a specific course may be granted credit hours through established proficiency procedures offered by those degree-granting colleges and departments on campus that offer similar coursework after admission and registration. Not all academic disciplines have proficiency credit exam opportunities.

Note: "Transfer work" and "transfer courses" are used interchangeably in this policy. Regardless of the term, this policy applies to transfer not in the form of courses, such as credit for military service and credit earned through testing and experiential learning. Transfer work not in the form of courses is evaluated for transfer per the terms of this policy.

#### **Reverse Transfer**

Reverse transfer is the process of transferring UIUC coursework to an Illinois community college for the purpose of completing an associate's degree. Information regarding reverse transfer may be obtained from the Office of the Registrar.

University of Iowa

<https://admissions.uiowa.edu/transfer-policies>

Transfer Policies

#### **Transferring Credit from other Institutions**

Courses completed at colleges and universities accredited by the North Central Association of Colleges and Schools, or similar regional associations, are acceptable for transfer to the University of Iowa. If your course work was completed at a school not regionally accredited, the recommendations by the American Association of Collegiate Registrars and Admission Officers or the American Council on Education will be used.

#### **[Transfer Planning Resources](#)**

#### **Your Transfer GPA**

The university builds on the transfer GPA rather than starting fresh. All grades, including Ds and Fs, on transfer course work will be calculated to find your transfer GPA. Grades from career-technical courses are not figured into your transfer GPA.

#### **Course-Repeat Policy**

If you repeat a course at the same institution, or an approved equivalent course from another college, the first grade is not counted in your cumulative transfer GPA. If the course is completed at the University of Iowa, the repeat must also be taken at the University of Iowa. See your Iowa advisor for more information.

#### **Credit from Two-Year Colleges**

Course work earned at a two-year college or as part of an associate degree program may be applied toward up to one-half the credits required for a bachelor's degree from Iowa. Excess

credit and grades will be used in computing your grade-point average (GPA) and may be used to satisfy course requirements, but they will not count toward the total hours needed for graduation from the university.

### **Articulation Agreements**

#### **Associate of Arts (AA) Degree**

The University of Iowa has AA articulation agreements with all Iowa and Illinois community colleges.

- [AA Degree Articulation Agreements](#)

#### **Associate of Sciences (AS) Degree**

The University of Iowa has an AS articulation agreement with all Iowa community colleges.

- [AS Degree Articulation Agreement](#)

#### **Iowa Regents Articulation Agreement**

Students who have satisfied general education requirements at the University of Northern Iowa or the College of Liberal Arts and Sciences at Iowa State University may transfer to the University of Iowa's College of Liberal Arts and Sciences with all General Education Program requirements (except world language and Diversity and Inclusion) fulfilled. Contact the [Office of Admissions](#) for information on the validation procedure.

#### **Credit by Exam**

Iowa offers credit for a variety of exams.

- [Credit by Exam](#)

#### **Credit for Military Service**

The Office of Admissions evaluates military transcripts according to the guidelines in the American Council on Education's *Guide to the Evaluation of Educational Experiences in the Armed Services* when that recommendation is for vocational certificate and lower and/or upper division baccalaureate degrees.

- [Credit for Military Service](#)

#### **American Council on Education (ACE) Credit Policy**

University of Iowa students may be granted credit for educational experiences in non-military, non-collegiate organizations.

- [American Council on Education Credit Policy](#)

#### **Career-Technical Credit**

Up to 16 semester hours of career-technical credit can be used as elective credit toward a degree in the Colleges of Liberal Arts & Sciences, Education, or Business. Career-technical credit, however, comes in as ungraded credit and does not count toward the 24 transferable hours needed for admission. For the Bachelors of Applied Studies (BAS) we will accept up to 60 semester hours of career-technical credit.

### **Non-collegiate Sponsored Instruction**

The university reserves the right to independently evaluate credit granted by external agencies and noncollegiate sponsored programs.

University of Iowa

<https://admissions.uiowa.edu/transfer-credit-evaluation>

Transfer Credit Evaluation

#### **Transfer credit evaluation**

The Office of Admissions evaluates transfer courses applicable to High School Course Requirements and General Education Program requirements, as well as a number of courses applicable to the requirements of your major.

The academic department offering your major makes decisions about how the rest of your transfer courses apply toward the requirements for your major.

- Review our [Transfer Policies](#) to learn about how Iowa will calculate your transfer GPA, Iowa's course-repeat policy, and other Iowa transfer policies.
- Search the [Transfer Equivalency Guide](#) for commonly transferred courses offered at other Iowa institutions and our major out-of-state transfer colleges. The system is designed for prospective students who want to know how courses will transfer to Iowa and for UI students who plan to take courses at other institutions in the summer or at other times.
- Some individual colleges at the university have transfer guides:
  - [College of Business Community College Transfer Guides](#)

University of Maryland

<https://academiccatalog.umd.edu/undergraduate/registration-academic-requirements-regulations/transfer-credit/>

Transfer Credit

#### **ACCEPTABILITY OF UNDERGRADUATE TRANSFER CREDITS**

Generally, college-level courses completed at regionally-accredited institutions will be acceptable and awarded transfer credit, provided the course is similar in **level, scope, content and expected learning outcomes** to courses offered at the University of Maryland and a grade of "C-" or higher is earned. Regional accrediting bodies include:

- Higher Learning Commission;
- Middle States Commission on Higher Education;
- New England Commission on Higher Education;
- Northwest Commission on Colleges and Universities;
- Southern Association of Colleges and Schools, Commission on Colleges;
- WASC Senior College and University Commission; and

- Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges.

The University of Maryland typically does not award undergraduate transfer credit for courses that are pre-collegiate, remedial, vocational, technical, graduate, professional (e.g., law, medicine, dentistry, nursing), or religious in nature. For a transfer course to receive credit, the course must be similar in level, scope, content and expected learning outcomes of courses offered at the University of Maryland. Other types of transfer courses that usually are not awarded transfer credits are independent study, internship, externship, practicum, or co-op work experiences that are not supervised by University of Maryland faculty. In addition, transfer credit is typically not awarded for these types of experiences completed through other institutions.

The Office of the University Registrar at the University of Maryland posts all undergraduate transfer courses to an undergraduate degree seeking student's academic record from regionally-accredited institutions of higher education in the United States and international institutions recognized by their country's Ministry of Education. Only transfer courses that are acceptable and awarded credit by the University of Maryland will be noted on the student's official transcript. The notation will include the course title and number of credits awarded; the grade for a course is not included. Grades from transfer courses are not included in the University of Maryland grade point average calculation.

Transfer courses from non-regionally accredited institutions in the United States will be reviewed for acceptability on an individual basis at the request of the student. Only transfer courses that have been determined to be acceptable for transfer to the University of Maryland will be posted to the student's academic record. For a course to be deemed acceptable for transfer, the course must be similar in level, scope, content and expected learning outcomes to courses offered at the University of Maryland. Transfer courses from international institutions that are not recognized by the country's Ministry of Education are not accepted for transfer and will not be awarded credit by the University of Maryland.

Transfer courses completed at public institutions of higher education in the State of Maryland, in accordance to COMAR (Code of Maryland Regulations) policy 13B.06.01.05 (<https://dsd.maryland.gov/Pages/COMARHome.aspx>), are acceptable for transfer with a grade of "D-" (as of Fall 2012) or higher, unless otherwise noted. The transfer course must be similar in level, scope, content and expected learning outcomes to courses offered at the University of Maryland. *It is important to note that, per University of Maryland academic policies, the minimum grade required to satisfy a degree requirement may be higher than the minimum grade required to be awarded transfer credit.*

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## APPLICABILITY OF TRANSFER COURSES TO DEGREE REQUIREMENTS

Once a course has been approved as acceptable for transfer to the University of Maryland, the advising college in which the student is enrolled determines which transfer courses are applicable to the student's degree program. In cases when a student has multiple

majors/minors in more than one advising college, the primary advising college is responsible for determining the applicability of transfer courses in collaboration with the secondary advising college. A transfer course must first be evaluated as being acceptable for transfer to the University of Maryland before the course can be applied toward satisfying any degree requirements. For additional information, see [Transfer Course Evaluation Process](#).

Each advising college is expected to make note of the required semester hours for the degree the student is pursuing. Students should be aware that changing their major could impact the number of transfer credits that may be applied to their degree requirements. If a student changes the degree they are pursuing, the advising college will need to reevaluate the applicability of the transfer credits and adjust accordingly to ensure the most appropriate transfer courses are being applied toward the degree requirements.

The University of Maryland requires that a **minimum of 120 semester hours** be earned to award a baccalaureate degree. In general, the maximum number of transfer credits applicable toward degree requirements at the University of Maryland is as follows:

- Effective Fall 2022, for newly matriculated students, no more than 70 credits of general education, elective, and major courses that a student earns at any 2-year institution toward a degree at the 2-year institution shall be transferable to UMD for credit toward a bachelor's degree.
- No more than 90 transfer credits may be applied toward UMD degree requirements from
  - A 4-year institution or any combination of 4-year institutions and/or prior learning credits.
  - A combination of 2-year institutions, 4-year institutions, and prior learning credits.

Regardless of the total number of semester hours required for a degree program, all candidates for undergraduate degrees from the University of Maryland must complete a minimum of 30 credits in residence at UMD.

As per the UMD [Latin Honors policy](#), to be eligible for Latin Honors, at least 60 semester hours must be earned in residence at the university or at a program in which credit earned is counted as UMD resident credit.

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#### FUNDAMENTAL STUDIES ACADEMIC WRITING MINIMUM GRADE REQUIREMENT OF C- OR HIGHER STARTING FALL 2017

In accordance with the Code of Maryland Regulations (COMAR 13B.06.01.03), students who enroll in Fundamental Studies Academic Writing (FSAW) must earn a grade of C- or higher. Students who have completed FSAW with a grade of D- or higher prior to Fall 2017 at a Maryland public institution will have met the Academic Writing General Education requirement.

## PERMISSION TO ENROLL AT ANOTHER INSTITUTION

### **OBTAINING PERMISSION TO ENROLL AT ANOTHER INSTITUTION (TRANSFER CREDIT)**

Undergraduate students already enrolled at the University of Maryland must obtain permission **prior** to taking courses at another institution using the following forms:

- *Permission to Enroll at Another Institution (PTE)* form must be submitted to, and approved by, the advising college prior to enrolling at another U.S. institution. The [PTE form is available online](#) or through the student's advising college.
- *Study Abroad Course Approval (SACA)* form must be submitted to, and approved by, the advising college prior to enrolling at an international institution. This form is available through the [Education Abroad office](#).

All transfer courses taken away from the University of Maryland must be evaluated for acceptability to the University **prior** to the PTE or SACA form being submitted for approval. See [Transfer Course Evaluation Process](#) for instructions on how to request a transfer course be evaluated for acceptability.

This permission is required for courses taken away from the University of Maryland in all semesters, summer and winter terms. Failure to obtain permission prior to enrolling in course(s) away from the University of Maryland may result in the course not being accepted for transfer by the University and/or applied to the student's degree requirements.

Upon completion of the course(s), the student must request an official transcript be sent from the institution they attended to the University of Maryland. Electronic transcripts can be submitted to [registrar-help@umd.edu](mailto:registrar-help@umd.edu).

The student and advisor will work together to decide how the transfer course(s) are applicable to the student's degree program. The title of the course, term in which the course was taken and the number of transfer credits awarded will be noted on the student's official UMD transcript, but the grade earned will not be displayed. Grades from transferred courses are not included in the University of Maryland grade point average calculation.

Questions regarding the applicability of courses taken at another institution should be directed to the student's advising college.

### **COURSES TAKEN AT OTHER UNIVERSITY OF MARYLAND INSTITUTIONS**

For students who began their attendance at the University of Maryland in Fall 1989 or later, all course work taken at any University System of Maryland institution will be posted as transfer credit. For all students who attended the University of Maryland prior to Fall 1989, courses taken at another University System of Maryland institution (UMBC, UMB, UMES, UMUC) prior to Fall 1989 will be included in the cumulative GPA. Courses taken at any other institution may not be credited toward a degree without advance approval.

For information about Consortium or Inter-Institutional Programs, please see [Registration Policies](#).

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#### PRIOR LEARNING CREDIT

Please refer to the [Prior Learning Credit](#) section of this catalog for information on credit via A-Levels/AS-Levels, AP exams, Basic Military Training, CLEP, Credit-by-Exam, or IB.

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#### TRANSFER COURSE LEVEL

At the University of Maryland, lower-level courses refer to freshman and sophomore level courses (100 or 200) and upper-level courses refer to junior and senior level courses (300 or 400). *It is important to note that **not** all institutions use the same course numbering system as the University of Maryland to identify lower-level and upper-level courses. Additional research may be needed to make an appropriate determination of course level.*

Generally, courses are transferred to the University of Maryland at the equivalent level in which the course was taken at the transfer institution.

- a lower-level course transfers to UMD as a lower-level course
- an upper-level course transfers to UMD as an upper-level course
- a lower-level course can equate to an upper-level course at UMD, but the course is still considered lower-level
- an upper-level course can equate to a lower-level course at UMD, but the course is still considered upper-level
- **all** courses from a community college are considered lower-level

**Students should work with their major and/or advising college to determine how these courses may apply toward satisfying degree requirements at the University of Maryland.**

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#### TRANSFER COURSE PRELIMINARY EVALUATION

Admitted students can obtain access to their preliminary transfer credit evaluation of domestic transfer courses starting approximately two weeks after the receipt of their admission letter, once official transcripts have been received/posted. The preliminary evaluation can be reviewed via the University of Maryland unofficial transcript (<http://testudo.umd.edu>). For courses that have not previously been evaluated, or state **NS (Needs Syllabus)**, **NE (Needs Evaluation)** or **N1 /N2 (approved elective, needs further evaluation)** on the student's unofficial transcript, the student needs to request a course evaluation through the [Transfer Course Evaluation Process](#). The student must provide a

detailed syllabus to request a transfer course evaluation. Occasionally, additional information about a course may be required by the departmental evaluator to complete the evaluation. The evaluation of transfer credit is an ongoing process that may continue through the student's first semester at the University of Maryland or as updated transcripts for the student are received.

Students are responsible for submitting all official final transcripts detailing their entire academic record prior to matriculation to the University of Maryland. Credit will post to a student's University of Maryland record only from official transcripts received from the institution at which the credits were earned.

An academic advisor in the student's advising college will review and determine the applicability of the already evaluated courses during orientation. It is important for admitted students to continually monitor their unofficial transcript for updates and to consult with their advisor when updates occur. **Note: a transfer course CANNOT be applied toward satisfying a degree requirement until the course has been deemed acceptable for transfer by the University of Maryland.**

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#### TRANSFER CREDIT CONVERSION TO SEMESTER SYSTEM

The University of Maryland operates on a semester calendar system. Transfer courses taken at institutions on quarter, unit or other types of calendar systems will be converted to semester credit hours. For transfer courses taken on a quarter calendar system, the University awards .67 semester credits per quarter credit hour of study. For transfer courses taken on a unit or other type of credit system, the University bases the number of semester credit hours on the number of units required to earn a degree from the institution. It is important to note the University of Maryland does not round transfer credits up or down to the nearest whole number.

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#### TRANSFER CREDIT SERVICES

Transfer Credit Services (TCS) is a division of the Office of the University Registrar at the University of Maryland. TCS oversees course subject matter to determine the acceptability and awarding of transfer credit for the University, and consults with the academic departments for course clarifications and guidance. This review is based on a comparison of the transfer course to courses offered for undergraduate degree programs at the University of Maryland.

A course that is accepted for transfer to the University of Maryland will receive one of the following types of evaluations:

- direct equivalency to a University of Maryland course,
- no direct equivalency, but satisfies a general education requirement, or
- no direct equivalency, but is accepted as a general elective.



TCS provides information and assistance to academic advisors as they work with undergraduate student transfer issues. Students and advisors work together to decide how courses satisfy a student's degree requirements, while TCS provides information to the campus community on transfer credit and prior learning credit policies, course evaluations, credit reports and articulation through an [online course equivalency database](#).

For additional information, visit [Transfer Credit Services](#).

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## TRANSFER OF GENERAL EDUCATION REQUIREMENTS FROM MARYLAND PUBLIC INSTITUTIONS

As directed by the MHEC Policy (*13B.06.01.04*), transferable courses taken in fulfillment of general education requirements at a Maryland public institution will be applied toward the University of Maryland's general education requirements. Careful planning with an academic advisor will ensure that students take appropriate courses and maximize their credit transfer. The total number of general education credits for a Maryland public institution transfer or post baccalaureate credits will not exceed that required of native students.

- A student transferring from a Maryland public community college with an earned associate's degree has completed general education at the University of Maryland, except for any upper-level requirements and the number of credits required to complete general education (40 credits for GenEd). An official transcript from the transfer institution must be received by the University of Maryland with a notation that the associate's degree was awarded.
- A student who has completed the general education program at a Maryland public community college has completed general education at the University of Maryland, except for any upper-level requirements and the number of credits required to complete general education (40 credits for GenEd). The transfer institution must provide documentation on or with the student's official transcript stating the student has completed the general education program.
- A student who earned a baccalaureate degree from the University of Maryland and is pursuing a second degree has completed all general education for the University of Maryland.
- A student who has earned a baccalaureate degree at a Maryland public four-year institution has completed all general education at the University of Maryland. An official transcript from the transfer institution must be received by the University of Maryland with a notation the baccalaureate degree was awarded.
- A student who has completed the general education program at a Maryland public four-year institution has completed all general education at the University of Maryland. The transfer institution must provide documentation on or with the student's official transcript stating that the student has completed the general education program.

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## TRANSFER OF GENERAL EDUCATION REQUIREMENTS FROM NON-MARYLAND PUBLIC INSTITUTIONS

Students transferring from non-Maryland public institutions are required to complete all general education requirements at the University of Maryland with the following exceptions:

- A student who has earned a baccalaureate degree from a regionally accredited institution in the United States has completed all general education at the University of Maryland. An official transcript from the transfer institution must be received by the University of Maryland with a notation that the baccalaureate degree was awarded.
- A student who has earned a baccalaureate degree from an international institution that is recognized by that country's ministry of education and the degree has been determined, by an approved third party evaluator, to be equivalent to a baccalaureate degree in the United States has completed all general education at the University of Maryland. An official transcript from the transfer institution must be received by the University of Maryland with a notation the baccalaureate degree was awarded.

University of Maryland

<https://registrar.umd.edu/transfer-credit/transfer-credit-faqs>

Transfer Credit FAQs

Transfer Course Basics

<b>What courses will be accepted as transfer credit by UMD?</b>
Generally, college-level courses completed at regionally-accredited institutions will transfer, provided the course is similar in <b>level, scope and content</b> to courses offered at UMD and a <b>grade of C- or higher</b> is earned. Grades of D- or higher are accepted for courses completed at Maryland public institutions. Regional accrediting bodies include the Middle States Commission on Higher Education; New England Commission of Higher Education; Higher Learning Commission; Northwest Commission on Colleges and Universities; Southern Association of Colleges and Schools, Commission on Colleges; WASC Senior College and University Commission; and Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges.
<b>How do I transfer credits to UMD?</b>
To transfer coursework to the UMD record, an official transcript must be sent directly from the previous institution. Electronic transcripts can be sent to <a href="mailto:registrar-help@umd.edu">registrar-help@umd.edu</a> . Printed transcripts may be mailed to:  University of Maryland Office of the University Registrar 1113 Clarence M. Mitchell, Jr. Building College Park, MD 20742

<p>Current UMD students who are considering taking a course at another institution must obtain permission from their academic advising college prior to enrolling in the class. Failure to obtain permission may result in the course not being accepted by UMD or applied to degree requirements. Visit <a href="#">Permission to Enroll</a> for additional information regarding this process.</p>
<p><b>How many credits will UMD allow me to transfer?</b></p>
<p>UMD does not restrict the number of transfer courses that are accepted. However, the number of credits that are applicable toward degree requirements is limited based on the source of the transfer credits. For students matriculating to UMD in Fall 2022 (or after):</p> <ul style="list-style-type: none"> <li>• A <b>maximum of 70 credits</b> from 2-year institutions can be applied to degree requirements at UMD.</li> <li>• A <b>maximum of 90 credits</b> can be applied to degree requirements from a combination of 2-year institutions, 4-year institutions and prior learning credits.</li> </ul> <p>Students are required to <b>complete at least their final 30 credits at UMD</b> to earn a degree.</p>
<p><b>How do courses transfer from a quarter system school?</b></p>
<p>UMD awards the standard <b>.67 semester credits per quarter credit</b> hour of study. A 3 credit course from a quarter school will be awarded 2 credits at UMD.</p>
<p><b>My previous school awards units, not semester or quarter credits. Will they transfer?</b></p>
<p>UMD will convert units to semester credits based on the number of units required to earn a degree at the transfer institution.</p>
<p><b>Do my grades transfer?</b></p>
<p>Grades from transfer courses are considered in making decisions for admission to the university, entry into a Limited Enrollment Program (LEP), and for satisfying degree requirements. However, grades from transfer courses are <b>not</b> used in the calculation of the cumulative GPA at UMD. The transfer courses UMD accepted and applied toward degree requirements will appear on the UMD <b>official</b> transcript, but the grades received in these courses will not. Grades for all transfer courses will appear on the <b>unofficial</b> UMD transcript via <a href="#">Testudo</a>.</p>
<p><b>Can I get credit for courses that were taken Pass / Fail?</b></p>
<p>For courses completed at out-of-state or private colleges/universities, UMD will award credit when it can be determined that the Pass grade earned represents at least a C- grade. For courses completed at Maryland public institutions, UMD will award credit if the Pass grade represents a D- or higher.</p> <p>Pass grades typically do not satisfy major requirements.</p>
<p><b>What if the course at my previous institution has a different credit value than the equivalent course at UMD?</b></p>
<p>The number of <b>semester credits</b> earned at the transfer institution are the number of credits received at UMD (e.g. a student who takes a 5 semester credit calculus course that equates to MATH140 at UMD, will receive 5 semester credits for that course).</p> <p><b>Units</b> or <b>Quarter credits</b> earned at the transfer institution will be converted upon transfer (e.g. a 4 quarter credit course at any institution will be worth 2.67 semester hours at UMD after the .67 conversion is applied).</p>
<p><b>What does the notation of L1 or L2 next to my transfer course on my unofficial transcript mean?</b></p>
<p><b>L1</b> means the course is a lower-level general elective. At UMD, lower-level refers to freshman and sophomore courses (numbered 100-299).</p> <p><b>L2</b> means the course is an upper-level general elective. At UMD, upper-level refers to junior and senior courses (numbered 300-499).</p>

<p><b>Students should work with their major and/or advising college to determine how these courses may apply toward satisfying degree requirements at UMD.</b> Generally, courses are transferred to UMD at the equivalent level in which the course was taken at the transfer institution. A lower-level course can equate to an upper-level course at UMD, but the course is still considered lower-level and has a footnote of 24 (freshman/sophomore credit).</p> <p>Not all institutions use the same course numbering system as UMD to identify lower-level and upper-level courses. Additional research may be needed to make an appropriate determination of course level.</p>
<p><b>What if my courses were taken at an institution internationally?</b></p> <p>Refer to <a href="#">International Transfer Credit</a> for detailed information regarding the process for evaluating international transfer credits.</p>
<p><b>Can I receive credit for military study or work experience?</b></p> <p>UMD awards six credits of lower level general elective credits to active duty and former service members in the United States Armed Forces. The credits are awarded for the completion of basic physical fitness and military science as part of basic military training for the United States Armed Forces. UMD only awards transfer credit for courses that fall within the level, scope and content offered at UMD. Since many courses on military transcripts are occupational in nature they are not accepted by UMD. The only credits that will be awarded based on the military transcript are for basic military training as outlined on <a href="#">Prior Learning Credit</a>. UMD does not award transfer credit based on ACE or Dantes recommendations. UMD does not award transfer credit for non-traditional or experiential learning such as internships, externships, practicum and co-op work, nor does UMD transfer credits awarded at other institutions for such work.</p>
<p><b>How can I determine the requirements needed to complete a degree at UMD?</b></p> <p>Students who have been admitted to UMD should contact an academic advisor in their declared major for assistance. Prospective students should connect with a <a href="#">pre-transfer advisor</a>. Other helpful resources are the advising college's and <a href="#">Four Year Plans</a> for <a href="#">Academic Majors</a>.</p> <p>Transfer Credit Services is not able to provide academic advising services.</p>
<p><b>How do I take courses at another institution while a current UMD student?</b></p> <p>All current UMD students are required to obtain permission from their advising college to take courses at another institution. Failure to obtain permission <b>prior</b> to enrolling in courses at another college or university may result in the course not being accepted for transfer by UMD and/or applied to degree requirements. For additional information, visit <a href="#">Permission to Enroll</a>.</p>

Transfer Course Evaluation Questions

<p><b>When will all my transfer courses be evaluated for transfer to UMD?</b></p> <p>The transfer credit evaluation process can be a time consuming process, and records can continue to be updated throughout a student's first semester at UMD. Advisors will assist students with determining how transfer courses are applied to degree requirements. They may recommend a student request some of their courses be evaluated for transfer. To request a course be evaluated for transfer, follow the instructions listed at <a href="#">Transfer Credit Evaluation Process</a>.</p> <p>Students should continue to check their <a href="#">unofficial transcript</a> during this time to see changes that have occurred to their records.</p>
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<b>What if some courses were skipped or my most recent term is missing on my evaluation?</b>
Contact Records and Registration Services at <a href="mailto:registrar-help@umd.edu">registrar-help@umd.edu</a> to have them investigate the matter.
<b>What do the notations by my courses on my UMD unofficial transcript mean?</b>
You can click on the code for a key to be displayed that explains footnotes and general education codes. If you still have questions about the meaning of the note, please contact your advisor.
<b>What do I do if I'm about to arrive at orientation and some of my courses are not evaluated?</b>
While every effort will be made to provide you with the most complete evaluation possible by the time you arrive for orientation and registration, it is common for there to be some courses that are still pending evaluation or in need of a syllabus. Your advisor will still be able to help you register for the proper courses.
<b>Why didn't I get credit for all my previous coursework?</b>
Transfer courses may not be awarded credit at UMD for several reasons. These courses are typically pre-collegiate, remedial, vocational, graduate, professional (e.g. law, medicine, dentistry, nursing), technical or religious in nature and do not fall within the level, scope, content and expected learning outcomes of courses offered at UMD. Other types of courses that typically are not awarded transfer credits are internships, independent study and research. Students should consult the <a href="#">Transfer Course Evaluation Process</a> and <a href="#">Prior Learning Credit</a> for more information on the requirements for their specific type of transfer credit.  Credit can only be posted to the UMD record from official transcripts sent directly from the institution at which the credit was completed or official score reports sent directly from the testing board, even if they are posted on a transcript from another institution.
<b>How can I appeal an evaluation?</b>
<b>All</b> appeals regarding transfer course evaluations should be directed in writing to the <a href="#">academic department</a> that oversees the subject matter of the course. In many cases a syllabus has already been reviewed to determine the course evaluation. It may be necessary to meet with the evaluator and/or provide additional documentation such as assignments, papers and examinations for the evaluator to reconsider their initial evaluation of the course. Once a decision is reached, the evaluator must <a href="#">email Transfer Credit Services</a> with the details so the student's record and the database can be updated accordingly. The following will assist with streamlining the appeal process: <ol style="list-style-type: none"><li>1. Put your name and UID on the materials you are sending in for review.</li><li>2. Make sure the name of the institution and the course ID at that institution are clearly listed on the materials you are providing.</li><li>3. Be sure to retain a copy of everything you submit for evaluation before you turn it in.</li></ol>

Michigan State University

<https://reg.msu.edu/AcademicPrograms/Text.aspx?Section=112>

Transfer Courses and Credits

Acceptance of courses and credits deemed suitable for transfer to Michigan State University is determined by faculty in the department, school, or college responsible for instruction in the subject area. Among factors influencing the determination of acceptability are accreditation status, comparable academic quality, and the relationship

of the course to other course offerings in the primary administrative unit and other academic units at Michigan State University, and the basis for student performance evaluation in the course. For current course equivalencies, visit [www.transfer.msu.edu](http://www.transfer.msu.edu).

Credit for summer and other non-degree programs offered on campuses of officially recognized international institutions may be subject to an additional review. A transcript demonstrating a completed course of study may be required to determine the transferability of credit.

**For Spring 2020, Fall 2020, Spring 2021 or Summer 2021 semesters ONLY:** - Transfer equivalency policy - Students wanting to transfer a course from another institution into MSU that did not offer S/NS grading or its equivalence during the Spring 2020, Fall 2020, Spring 2021 or Summer 2021 terms may be allowed to transfer that course if they received a 1.0 or higher as a satisfactory (S) grade as an exception to the 2.0 minimum grade requirement.

For additional information on transfer credit from 2-year institutions, please visit the [Undergraduate Education](#) section of the catalog.

Michigan State University

<https://reg.msu.edu/AcademicPrograms/Text.aspx?Section=110>

Evaluation of Credits for Transfer Students for Michigan State University Integrative Studies, Mathematics, and Tier I Writing Courses

Information on courses that will fulfill Michigan State University General Education requirements can be found on the [Transfer MSU - General Education Requirements](#) page.

Courses from postsecondary accredited institutions of comparable academic quality considered as acceptable equivalents that may be used by transfer students for MSU Integrative Studies, Mathematics, and Tier I Writing courses include:

1. **Tier I Writing** (4 credits)  
This requirement is satisfied with completion of a course (or combination of courses) equivalent to MSU WRA 101 or 195H.
2. **Integrative Studies in Biological and Physical Sciences** (8 credits)  
May be satisfied by completion of a combination of one biological science and one physical science course, and 2 credits of equivalent laboratory course work. Consult requirements for the major to determine if additional courses in the sciences are required.
3. **Integrative Studies in Social, Behavioral, and Economic Sciences** (8 credits)  
May be satisfied by completion of:  
**200 level:** One Integrative Studies in Social Science (ISS) course numbered 200 to 299. Students matriculating at Michigan State University for the first time have additional options within the Social, Behavioral, and Economic Sciences to satisfy this

requirement. Consult the [Office of Admissions transfer guide](#) or contact an academic advisor for additional information.

**300 level:** Interdisciplinary social science courses from four-year institutions may be transferable. Community college transfers typically complete this requirement through Michigan State University.

4. **Integrative Studies in Arts and Humanities** (8 credits)

**1<sup>st</sup> Integrative Studies in Arts and Humanities course:** May be satisfied by a completion of one IAH course numbered below 211 or equivalent plus completion of one year of English composition. Completion of this requirement also fulfills the Tier I writing requirement referenced in item 1. above.

**2<sup>nd</sup> Integrative Studies in Arts and Humanities course:** One additional IAH course numbered 211 or higher. Students matriculating at Michigan State University for the first time have additional options within the Arts and Humanities to satisfy this requirement. Consult the [Office of Admissions transfer guide](#) or contact an academic advisor for additional information.

5. **Mathematics** (3-5 credits)

May be satisfied by completing courses equivalent to those in the options below:

A. Complete both of the following:

1. MTH 103 College Algebra or (MTH 103A and MTH 103B College Algebra I and II); and
2. *One* of the following courses: MTH 101 Quantitative Literacy I, MTH 102 Quantitative Literacy II, MTH 114 Trigonometry, or MTH 201 Elementary Mathematics for Teachers I; or STT 200 Statistical Methods or STT 201 Statistical Methods.

B. Complete both of the following:

1. MTH 101 Quantitative Literacy I and MTH 102 Quantitative Literacy II.

C. Complete one of the following:

1. MTH 116 College Algebra and Trigonometry, MTH 124 Survey of Calculus I, MTH 132 Calculus I, or MTH 152H Honors Calculus I.

Mathematics requirements for certain majors are more extensive than the university requirement. Consult requirements for the major or contact the [Office of Admissions](#) for more information.

Students may transfer a maximum of 60 credits from two-year institutions. Those credits may be earned and transferred into MSU at any time in the student's degree. No more than 10 of the last 30 total credits toward a degree may be transferred without approval by the Vice Provost for Undergraduate Education and Dean of Undergraduate Studies. Only grades of 2.0 and above are eligible for transfer credit.

#### University of Minnesota

<https://policy.umn.edu/education/transfercredit>

#### Transfer of Undergraduate Credit: Twin Cities, Crookston, Morris, Rochester

The Transfer Authority on each campus will identify those institutions from which credit can be transferred and determine whether course work is college level. If questions arise with regard to transfer of specific courses, the Transfer Authority will confer with the appropriate college or departmental faculty. The following will apply.

1. Credit for course work taken at other institutions will be transferred subject to the following considerations:
  - a. the mission of the institution from which credits would be transferred;
  - b. the comparability of the course work with University course work; and
  - c. the appropriateness of the course work for meeting baccalaureate degree requirements at the University.
2. The University will not accept any transfer course with less than a "D" grade. Once a course has been accepted for transfer to a University of Minnesota campus, all colleges and programs on that campus will honor this decision. A transfer course with a grade of less than C- (less than D for Crookston) will not count toward satisfying a major or a minor requirement, but will count toward total credits.
3. Credits from technical schools may be considered for transfer only when appropriate to a student's University of Minnesota degree program. Credit is not normally transferred from specialized or proprietary institutions, military training, or industry-based education programs.
4. Credit granted by another institution for nontraditional experiences, College Level Examination Program (CLEP), Advanced Placement (AP), International Baccalaureate (IB), or military training will be re-evaluated for content and comparability. Evaluation is based upon the standards set by the Transfer Authority on that University of Minnesota campus.
5. Religious studies courses transfer if they are not doctrinal, confessional, or sectarian in nature. Religious studies courses from public institutions transfer without special review; religious studies courses from all other institutions will be evaluated by the appropriate college or departmental faculty.



6. Transfer credits become applicable to a University of Minnesota degree program or certificate program only after the student has been admitted as a degree-seeking student or admitted to the certificate program and official transcripts from prior institutions have been received by the University of Minnesota.

### **Exclusions**

This policy is not applicable to the Duluth campus.

### **Reason for Policy**

This policy specifies where authority resides for decisions regarding transferability of credit and outlines the guidelines surrounding the transfer of credits from other institutions, to ensure that courses transferred demonstrate equivalence with University of Minnesota courses and are of equivalent rigor to courses offered on the University campus to which the course is being transferred. Clear information is critical for students planning to transfer credits to the University. This policy implements criteria and requirements for accreditation established by the Higher Learning Commission.

### **Procedures**

There are no procedures associated with this policy.

### **Forms/Instructions**

There are no forms associated with this policy.

### **Appendices**

There are no appendices associated with this policy.

### **Frequently Asked Questions**

1. **Are the grades in transfer credits from another institution included in a student's cumulative University of Minnesota grade point average (GPA)?**

No. Only those credits earned from the University of Minnesota will be used in calculating the cumulative GPA. However, the transfer credits from the other institution may be used to fulfill degree requirements, where allowed by the department, college, or campus.

2. **I am a transfer student who received credit at another institution for my scores on Advanced Placement (AP) exams. Does that credit automatically transfer to the University of Minnesota?**

No. Each University of Minnesota campus determines its standards for granting credit based upon AP exam scores. Your AP scores will be evaluated according to the University campus standards, and credit will be awarded based upon those standards.

3. **Are courses transferring among University of Minnesota campuses treated differently than transfer courses from outside the University of Minnesota?**

The difference is that all University courses are recorded on a student's transcript and the grades on these courses automatically factor into the student's University cumulative GPA.

Like transfer courses from other institutions, the applicability of courses from another campus to a particular degree program is determined by the particular program, college, and campus requirements.

**4. Can transfer credits be removed to reduce credit totals and therefore improve calculations such as Satisfactory Academic Progress (SAP)?**

No, once credit or transfer credit is awarded, it is not removed to improve SAP calculations.

Definitions

**Accreditation**

Accreditation is a review of the quality of higher education institutions and programs. In the United States, [accreditation](#) is a major way that students, families, government officials, and the press know that an institution or program provides a quality education and it provides credibility with other institutions and employers. There are different types of accreditation—institutional (regional or national) and programmatic (specialized).

**Regional Accreditation**

Regional accreditation is the most widely used and recognized type of institutional accreditation for colleges and universities in the United States and is typically focused on academic institutions that are state, public, or non-profit colleges or universities. There are six regional accrediting agencies for higher education institutions in the U.S.. The University of Minnesota is accredited by the [Higher Learning Commission](#).

Responsibilities

**Transfer Authority**

The Transfer Authority at each campus has the following responsibilities:

- Identifies institutions from which credit can be transferred and determines whether course work is college level.
- Confers with the appropriate college or departmental faculty with regard to transfer of specific courses.
- Maintains detailed transfer tables to document transferability of specific courses from other institutions.

The Transfer Authority for each campus is listed below:

<b>Campus</b>	<b>Transfer Authority</b>
<b>Twin Cities</b>	Office of Admissions
<b>Crookston</b>	Office of the Registrar
<b>Rochester</b>	Office of Admissions
<b>Morris</b>	Scholastics Committee

## University of North Carolina

<https://admissions.unc.edu/transfer-credit/credit-rules/>

### Credit Rules

If you've completed course work at another institution, taken placement tests, or served in the military, here's some helpful guidance about transferring your credits to Carolina.

#### College or University Credit

Based on the type of courses taken, there are some likely scenarios for how your credit may or may not transfer to Carolina.

- Do Typically Transfer:
  - Math
  - English
  - Natural science
  - Social science
  - Foreign languages
- Rarely Transfer:
  - Professional school courses, such as business, journalism, education, and nursing
- Does Not Transfer:
  - Basic courses such as college algebra
  - Remedial courses
  - ESL courses
  - Technical courses
  - Courses UNC doesn't offer, such as agriculture and architecture

#### North Carolina Community Colleges

If you're currently attending a community college with plans to transfer to UNC, we have developed baccalaureate degree plans for our most popular majors which can help you select your coursework at the community college. Please note that these are recommendations only. We do not require or expect that all transfer students will have completed the courses listed on these pathway documents.

[View Pathways](#)

#### Non-US Institutions

If you attended a non-U.S. institution, you'll need to have your courses evaluated by [World Education Services, Inc.](#) This evaluation along with an original copy of your transcript will allow us to appropriately award your credit.

## University of North Carolina

<https://admissions.unc.edu/faqs/how-will-my-courses-transfer/>

What are general transfer credit rules I should know?

When submitting a request for transfer credit, please consider the following rules:

- You may take course work away from UNC-Chapel Hill provided that your UNC-Chapel Hill grade point average meets the minimum academic eligibility requirement for the semester you plan to re-enroll (see UNC-Chapel Hill catalog section entitled “Academic Eligibility”). Grades and quality points earned elsewhere are not computed into your UNC cumulative grade point average. Enrollment elsewhere (other than summer school) will be counted as semesters earned toward computing eligibility requirements.
- A grade of C or higher must be earned in order to obtain University credit.
- For study abroad, please note that you may receive credit only for courses taken through officially sanctioned UNC programs. Contact the Study Abroad Office to learn more.
- A minimum of 45 semester hours of credit must be earned at UNC-Chapel Hill in order to receive a degree from UNC-Chapel Hill.
- Only 6 hours of your last 30 semester hours may be taken at another institution. See your academic advisor for more information.
- The maximum number of hours that may be transferred from **any and all institutions combined** is 75.
- A minimum of 18 hours of “C” or higher grades (not “C” average) in the major is required.
- We do not award more hours to be transferred for approved courses than those earned at the original institution.
- Elective courses generally do not contribute directly to a major/academic program, but they do help students progress toward earning the 120 semester hours needed for graduation.
- The conversion for quarter hours to semester hours is a 2/3 ratio. For example, a 5-quarter-hour course converted to semester hours is 3.33 semester hours.
- You should only submit a course approval request for the term in which you plan to take and complete the course. If you complete the course outside of the approved time frame, you may not receive credit.

After receiving the results of your credit request from the Office of Undergraduate Admissions, please consult with an academic advisor in your school to verify that the approved UNC-Chapel Hill equivalent(s) will fulfill curriculum/degree requirements. Equivalencies and requirements may change without notice.

Ohio State University

<https://policies.osu.edu/assets/policies/transfer-credit-policy.pdf>

Transfer Credit

This policy addresses how undergraduate credits earned at other institutions may transfer to The Ohio State University. The policy is designed to maximize utilization of prior learning,

increase access and affordability for students, and promote the academic integrity of all Ohio State degree programs.

Purpose of the Policy

To facilitate fair and consistent transfer credit evaluations.

Definitions

<b>TERM</b>	<b>DEFINITION</b>
Acceptability	In reference to course work, the quality of having met standards for evaluation and award of transfer credit.
Accreditation	The educational status of an institution assessed by specific governing bodies and associations indicating that an institution has met certain minimum standards.
Applicability	Course work that the degree-granting college deems appropriate for use within a degree program to fulfill specific requirements.
College-level course work	Course work that is non-remedial, post-secondary curriculum that offers an advanced level of content and rigor.
International course work	Course work that is performed within the curriculum of a course of study in an institution located outside of the United States.
Level of course work	The rank of a course as determined by the type of student for whom the course is designed, the content, and the expectations for completion (e.g., 1000 level, freshman; 2000 level, sophomore, etc.).
Official Transcript	A document issued by an institution showing enrollment dates, courses, grades, grading scale, and earned academic credentials. Transcripts must arrive directly from the originating institution to the appropriate office and be signed and certified by the registrar or similar institutional authority.
Originating Institution	An institution (i.e., college, university, agency, organization) at which course work has been taken and/or academic credit earned by a student seeking transfer credit
Semester hour equivalent value	The number of semester hours of credit assigned to a course on the basis of

	content and amount of time required for completion.
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## Policy Details

### 1. Policy Implementation

- A. This policy is consistent with the Ohio Articulation and Transfer Policy first adopted by the Ohio Department of Higher Education in November of 1990. The Ohio Articulation and Transfer Policy complies with state statutory and policy requirements, including, but not limited to, Ohio Revised Code (ORC) 3333.16, 3333.161, 3333.162, and 3333.164.
- B. When evaluating whether to award transfer credit, the University Registrar office uses a multifactorial process initially driven by an assessment of the educational quality of the course work as evidenced by the accreditation held by the originating institution. Transfer credit will be awarded provided the course is similar in level and content to Ohio State course offerings. The source authority for evaluating transfer course content and determining the award of equivalent Ohio State credit rests with the appropriate instructional department.
- C. Ohio State employs, updates in accordance with, and recognizes the research and recommendations of professional associations to establish best practices in transfer credit evaluation. Associations commonly used include, but are not limited to, the American Association of Collegiate Registrars and Admissions Officers, American Council on Education, and Council for Higher Education Accreditation.

### 2. Policy Scope

- A. This policy applies to the transfer of undergraduate credits only. Separate policies and procedures are maintained to evaluate and assign university transfer credit for graduate-level course work and university credit for examination programs. See the Graduate School Handbook and the Testing Center Examination Credit webpage.
- B. International course work completed at non-U.S. institutions that hold regional accreditation is covered by this policy; however, course work completed at all other non-U.S. institutions is subject to the International Transfer Credit policy.
- C. The acceptance of transfer courses for university transfer credit is distinct from the application of credit toward university degree requirements. While this policy governs the acceptability of undergraduate courses for university transfer credit, policies and procedures governing the applicability of credit are determined by the student's degree-granting college.

## Procedure

- I. General Standards for Transfer Credit Eligibility

- A. Ohio State will evaluate and award transfer credit for course work documented on an official transcript. To be eligible for evaluation, course work must appear on an official transcript from the institution that offered the course work and initially conferred the credit.
  - B. Transfer credit will be awarded for successfully completed college-level course work based on the content, level, length of study, and comparability to Ohio State course offerings.
  - C. Collegiate institutions can offer classes, certifications, programs, and non-credit bearing courses to students that are not approved and recognized as official course work of those institutions. Only college-level course work that is transcribed on the institution's official transcript will be eligible for transfer credit as outlined in this policy.
  - D. There is no limit to the amount of credit a student can transfer to Ohio State; however, the student's degree granting college determines which course work will apply to a student's degree.
- II. Determining Accreditation and Origin of Course Work
- A. Determination of the institutional source and quality of course work, as reflected by the accreditation held by the originating institution, will be the overarching criteria used to assess the eligibility of a course for evaluation and the award of university transfer credit.
    - 1. Consistent with established educational practice and the Ohio Articulation and Transfer Policy, the university will evaluate and award credit for all successfully completed college-level course work at postsecondary institutions holding accreditation from any of the current or former regional accrediting associations recognized by the Council for Higher Education Accreditation (CHEA) as listed on the Transfer Credit Policies webpage or holding a certificate of authorization from the Ohio Department of Higher Education. Institutions that have been granted official candidacy status by a regional accrediting association will be accorded like treatment to those that are fully accredited.
    - 2. College-level course work is eligible for further evaluation when it is successfully completed at postsecondary institutions holding non-regional accreditation from an association recognized by CHEA or the United States Department of Education (USDE). Formal learning experiences are eligible for further evaluation when they have been identified, evaluated, and recommended by a university recognized review service, National College

Credit Recommendation Service (NCCRS), and/or the American Council on Education (ACE). University transfer credit may be awarded for this course work based on the nature, level, content, and comparability of the course to university offerings. The University Registrar office will complete an initial evaluation and the appropriate instructional department will further assess the course work and make a credit/no credit determination.

3. Course work is not eligible for evaluation and the award of university transfer credit if it was offered at post-secondary institutions that do not hold accreditation by a university recognized body.
  4. Course work originating at a branch/regional campus of an institution must be treated as course work originating at the institution's main campus unless the branch/regional campus is specifically and separately accredited.
- B. Credit will be awarded for military experience and education programs, according to the provisions of the Ohio Articulation and Transfer Policy and recommendations of ACE. Courses for which credit was earned while in the military must be listed on official military documents (e.g., DD214, DD295, Joint Services Transcript).
- III. Award of Undergraduate Credit
- A. Determining undergraduate level of course work
    1. Course work designated by the originating institution for undergraduate use or for both graduate and undergraduate use is eligible for evaluation, and undergraduate university transfer credit may be awarded.
    2. Remedial or developmental course work intended to be a review of secondary material is not awarded university transfer credit. If course work does not count toward graduation hours at the originating institution, the course will not be awarded university transfer credit.
    3. Course work assigned a continuing education unit (CEU) value only is not eligible for evaluation in the transfer process, and university transfer credit will not be assigned.
  - B. Evaluating content
    1. Course work evaluated and deemed acceptable based on its content and comparability relative to Ohio State curriculum will be awarded university transfer credit consistent with the Ohio Articulation and Transfer Policy,



this policy, and guidelines provided by instructional departments.

2. Course work completed at another institution that is determined to be equivalent to an undergraduate course in the Ohio State course catalog will be designated an Ohio State department and course number, and a specific number of transfer credits will be awarded (see Procedure III.D.2). Course equivalents are determined by instructional departments and awarded when a transfer course meets or exceeds 70% of the critical learning outcomes of the Ohio State course. Some university courses require an exact semester hour equivalency as determined by the instructional department.
3. Transfer credit will be designated general credit when a course-specific equivalent is possible but cannot be readily determined upon initial review by the University Registrar office. In such cases, the student must consult the appropriate instructional department to determine if an Ohio State course equivalent can be identified.
4. Transfer credit must be designated as special credit if a course specific equivalent is not offered at the university, the transfer course is older than 20 years from the current academic year, or if there is an excess amount of credit hours as compared to the Ohio State equivalent course. Special credit determinations will be made based on equivalency information and guidelines supplied by the instructional department. The student's degree-granting college will determine its applicability to specific degree requirements or free electives.
5. Transfer credit must be designated as technical credit if a course specific equivalent is not offered at the university and the course is of a technical nature (e.g., technical math). The student's degree-granting college will determine its applicability to specific degree requirements or free electives.
6. Non-regionally accredited course work as outlined in Procedure II.A.2 will be referred to the appropriate instructional department to review the course to issue an acceptability decision (i.e., credit and type of credit to be awarded or no credit awarded). If determined acceptable for the award of university transfer credit, the results will be appropriately reflected on the student's permanent university record.

C. Assigning course credit to university instructional department

1. When the content of a course is determined to be within the discipline covered by a particular Ohio State instructional department, the course credit will be assigned to that specific department. Course work requiring further evaluation must be reviewed by the assigned instructional department.
- D. Determining the semester hour equivalent value assigned
1. Ohio State transfer credit hour values are based on the credit hour value assigned by the originating institution and any necessary subsequent conversion to semester credit hours. If the originating institution operates on a non-semester calendar system, a conversion of the assessed credit hours will take place based on the formula for converting the values to semester credit hours. While quarter hours are multiplied by .667 to convert them to semester hours, other multipliers are used for the conversion when the originating institution is not on a standard quarter/semester calendar.
  2. If an Ohio State course equivalent is awarded for a transferring course, the university will assign the credit hours as offered in the Ohio State curriculum. Any excess credit over .34 semester hours will be assigned special credit. In instances where the transferring course was awarded a lesser credit amount than the Ohio State equivalent course, the university may under-award the course by up to 1.34 semester hours.
- E. Determining satisfactory academic performance
1. Course work must be successfully completed with an appropriate grade before it is eligible for evaluation and the award of university transfer credit. Transfer grades are designated with the official grade of "K" and grade point averages do not transfer to Ohio State.
    - i. To be eligible for undergraduate transfer credit, students must earn a grade equivalent to "C-" or higher on a 4.0 scale unless one of the conditions below in Procedure III.E.1.b. is present.
    - ii. A course in which a "D+" or "D" was earned is only eligible for evaluation and an award of university transfer credit if one of the following conditions is present:

- A course in which a "D+" or "D" was earned within a program of study for which the student was awarded an Associate of Arts, Associate of Science, Bachelor of Arts, or Bachelor of Science degree by a regionally accredited institution.
  - A "D+" or "D" earned in a course that is both part of a sequence of courses and a prerequisite to a course in which a grade of "C-" or above is earned.
  - A "D+" or "D" earned in a lecture/lab combination and the combined grade point average for the lab and lecture is a grade of "C-" or above.
  - A "D+" or "D" earned in a course that was taken autumn 2005 or later at an Ohio public institution.
- iii. A course in which a "D-" was earned is not eligible for an award of university transfer credit under any circumstances.
- iv. Course work that has been awarded a non-standard passing grade (e.g., "P"/Pass; "CR"/Credit; "S"/Satisfactory) is eligible for evaluation and university transfer credit may be awarded subject to the specific passing performance criteria listed in this section (see Procedure III.E.1.a. and b.).
- v. University transfer credit is not awarded for course work that was only audited at the originating institution. However, a course that was audited and was previously or subsequently successfully completed under non-audit conditions with an

appropriate grade is eligible for evaluation and the award of university transfer credit.

- vi. Multiple courses from a source institution which must be combined to award an equivalent course at Ohio State will have their grade point averages combined. The resulting grade point average will have a transfer grade assigned according to University Faculty Rule 3335-8-21. In the instance that a combined GPA falls between two values according to Rule 3335-8-21, the lower grade will be assigned.

- F. All transferrable credit will be posted to the student's academic record upon enrollment and cannot be removed.

IV. Additional Ways Students May Obtain Credit

- A. Course credit by examination for standardized exams such as Advanced Placement (AP), College Level Examination Program (CLEP), Defense Activity for Nontraditional Education Support (DANTES) Subject Standardization Tests (DSST), and International Baccalaureate (IB) are not eligible for university transfer credit. Official score reports must be sent directly to the Ohio State Testing Center for evaluation and award of examination credit.
- B. Course credit earned by departmental examination from the originating institution may be eligible for evaluation and the award of university transfer credit provided the course credit is listed on an official transcript with a passing grade, course number, and credit hours assigned by the originating institution. While the University Registrar office will conduct the initial evaluation, some course credit will need to be deferred to the instructional department for a final decision.

V. Appeals

- A. Colleges have the authority and responsibility to determine the applicability of university transfer credit against specific degree requirements, and appeals related to those issues are outside the scope of this policy. Therefore, the degree-granting colleges maintain separate policies and procedures to respond to appeals of applicability decisions.
- B. If a student wishes to challenge a decision under this Transfer Credit policy, an appeal form must be submitted to the University Registrar office.

1. The associate registrar will examine the appeal to determine whether the Transfer Credit policy was appropriately applied to yield the initial evaluation. The appeal will be denied when it is determined that the policy was appropriately applied. An appropriate correction will be issued if the policy was misapplied. Appeals denied by the associate registrar may be appealed to the university registrar who will issue a final decision.

Responsibilities

Position or Office	Responsibilities
Associate registrar	Examine appeals to this policy.
Degree-granting college	<ol style="list-style-type: none"> <li>1. Determine applicability of transfer credit to specific degree requirements.</li> <li>2. Maintain policies and procedures to respond to appeals of applicability decisions.</li> </ol>
Instructional department	<ol style="list-style-type: none"> <li>1. Evaluate transfer course content and determine the Ohio State course equivalent.</li> <li>2. Determine exact semester hour equivalency, as needed.</li> <li>3. Review non-regionally accredited course work, as needed, to issue an acceptability decision.</li> <li>4. Evaluate course credit earned by departmental examination from originating institution for a final award decision.</li> </ol>
Students	<ol style="list-style-type: none"> <li>1. Consult appropriate instructional department, as needed, to determine if an Ohio State course equivalent can be identified.</li> <li>2. Send official standardized exam reports directly to Ohio State Testing Center for evaluation and award of examination credit.</li> <li>3. Submit any appeal forms to the University Registrar office.</li> </ol>
University	<ol style="list-style-type: none"> <li>1. Establish best practices in transfer credit evaluation as set forth in the policy.</li> <li>2. Evaluate and award transfer credit as set forth in the policy.</li> </ol>
University Registrar (office)	<ol style="list-style-type: none"> <li>1. Evaluate whether to award transfer credit as set forth in the policy.</li> </ol>

	2. Complete an initial evaluation, as needed, to make credit determinations as set forth in the policy.
University registrar (individual)	Issue a final decision on appeals denied by the associate register.

Pennsylvania State University

<https://senate.psu.edu/students/policies-and-rules-for-undergraduate-students/42-00-acquisition-of-credit/#42-82>

42-80 Credit by Transfer from Other Institutions

42-81 Credit by Validation

College-level coursework completed at colleges/universities licensed by state boards of education to award associate degrees or higher, but that are not members of one of the six regional accrediting associations, may be eligible for credit by validation. Credit for courses completed at other institutions and graded the equivalent of an “A, A-, B+, B, B-, C+, or C” (2.0 and higher) at Penn State may be obtained through credit by validation when the Undergraduate Admissions Office is unable to determine the transferability of a course through other means. For such courses, the student may request this option be used and must provide the necessary documentation. Awarding credit by validation will be governed by these guidelines:

1. The Undergraduate Admission Office determines from the official transcript the credits to be validated and lists these credits on the Credit by Validation form.
2. This form and the supporting documentation are forwarded to the faculty discipline committee(s) for the course(s).
3. The committee conducts a review, and reports the results to the Undergraduate Admissions Office.
4. The Undergraduate Admissions Office then records the appropriate entries on the candidate’s record.
5. Credits are transferred, but quality grades and grade points are not. Grades earned at other colleges and universities are not used in calculating a candidate’s grade-point average while attending Penn State.

42-82 Accredited U.S. Institutions

***Revisions to this policy were approved at the January 23, 2024 Senate meeting. These revisions are pending implementation procedures. For more information, [view the legislation.](#)***

*Credits may be accepted from colleges and universities that are accredited by any of the six regional accrediting commissions in the United States. College-level coursework*

*completed at colleges/universities licensed by state boards of education to award associate degrees or higher, but that are not members of one of the six regional accrediting associations, may be eligible for credit by validation (Senate Policy 42-81). Awarding transfer credit will be governed by these guidelines.*

- 1. Course work completed at an accredited college or university may be evaluated for transfer credit if passed with a grade equivalent to A, A-, B+, B, B-, or C (2.0 or higher) at Penn State. Course work completed on a pass-fail or satisfactory/unsatisfactory basis normally cannot be evaluated for transfer credit.*
- 2. When a candidate has satisfactorily completed, at another accredited institution, course work that is substantially equivalent (at least 80% the same) to a specific course at Penn State, direct equivalent credit is granted in the Penn State course.*
- 3. When a student has satisfactorily completed, at another accredited institution, course work that is not substantially equivalent to a specific course at Penn State, general credits may be granted in the general field of study covered by that course. General credits may be assigned in cases where it is not possible to assign a Penn State course number because of a difference in the number of credits involved. If appropriate, general credits may be used to fulfill degree requirements in any area. These general credits may be applied to the student's program of study in accordance with the policies established by the college of enrollment. Credit granted for course work that is equivalent to 400-level courses may be applied only toward completion of requirements for a college or major in accordance with the policies established by that college, but not to General Education as defined in Curriculum Policy 140-00..*
- 4. Courses at Penn State carry semester hours of credit. Courses evaluated for transfer from colleges and universities with different credit systems, such as quarter hours of credit, units, and course units, are converted to semester hours of credit.*
- 5. Credits are transferred, but quality grades and grade points are not. Grades earned at other colleges and universities are not used in calculating a student's grade-point average while attending Penn State.*
- 6. Transfer credit is granted only to enrolled degree-seeking students or those who have been approved to re-enroll in a degree-seeking program.*

#### **42-83 Temporary Extension of Credit Verification from Accredited US Institutions**

*Senate Policy 42-83\* may be temporarily enabled by the University Faculty Senate to supplement Senate Policy 42-82 "Accredited U.S. Institutions" under a situation of special Senate concern. When Senate Policy 42-83 is enacted, the university may allow admission of students with credit verification pending. Verification of credit would be obtained in a reasonable time period as defined under the extraordinary circumstances. Courses completed with a pass or satisfactory grade on a pass/fail or satisfactory/unsatisfactory*

*grading scale may be accepted for transfer under this enactment if there is some designation of a pass or satisfactory grade being equivalent to a C or better.*

**\* This policy will be maintained for historical record and future reference.**

#### 42-84 Accredited Institutions Outside the United States

*Credits may be accepted from colleges and universities outside the United States when either of the following standards is met: (a) the college or university is accredited by one of six regional accrediting associations in the United States; (b) the college or university is a recognized part of the system of higher education of another country and offers programs of study equivalent to baccalaureate degree programs. Accepted credits must meet the criteria as outlined in [Senate Policy 42-82](#).*

#### 42-86 Institutions That are Not Regionally Accredited

*Students seeking credit for work taken at a college or university that is not accredited by one of the six regional accrediting associations in the United States but has been licensed by a state board of education to award an associate degree or higher may use the credit by validation method stated in [Senate Policy 42-81](#).*

*Students seeking credit for work taken at a college or university that is not accredited by one of the six regional accrediting associations in the United States and has not been licensed by a state board of education to award an associate degree or higher may use the credit by examination method ([Senate Policy 42-50](#)), a national exam ([Senate Policy 42-92](#)), or credit by portfolio assessment ([Senate Policy 42-97](#)).*

#### 42-88 Implementation of Policies 42-82, 42-84, 42-86, 42-92, 42-94, 42-96, 42-97, and 42-99

*The director of admissions is responsible for making decisions and judgments necessary to implement these policies.*

Pennsylvania State University

<https://admissions.psu.edu/info/future/transfer/credit/#:~:text=Penn%20State%20must%20have%20a,are%20included%20with%20the%20application>.

Transferring Credits to Penn State

#### **Transfer Student Credit**

We are excited that you are interested in transferring to Penn State! We know that a major concern for transfer students is if and how their previous course work is going to transfer to Penn State. To understand how Penn State transfers credit and to search for the transfer evaluation of course work at other institutions, review all of our information and transfer tools below.

#### **Additional Information on Transferring Credit**

Review the requirements for transferring credits to Penn State from another institution, as well as the other ways that you can earn Penn State credit.



### **Information for Current Penn State Students**

In addition to applicants wishing to transfer credit to Penn State upon acceptance, current Penn State students may enroll in classes outside of the University and transfer earned credit to Penn State.

Course work from another institution can transfer into Penn State in a variety of ways. Some courses will require the submission of the course syllabus for academic departmental review to determine the Penn State credit equivalency. For a complete review of how credit can transfer into Penn State, and for information on submitting syllabi for Penn State faculty review.

Review our [Transfer course evaluation instructions](#).

### **General Transfer Credit Information**

Any Penn State students that take classes at different institutions while enrolled at Penn State should send the official transcript directly from the institution in order for the course work to be evaluated for transfer credit. Please note that:

- Credits are transferred; grades are not.
- Credits transferred from another school do not affect a student's grade-point average.
- Transfer credits are part of a student's academic history and the college in which the student is enrolled will determine how transfer credits will be used to meet graduation requirements.
- All transfer credits (from examinations or other institutions) placed on the Penn State transcript will count towards the total number of credits a student has accumulated.
- Course work from another institution that is not located on the Transferring Credits Tool will need to be reviewed by faculty in the relevant academic discipline. If a student wishes to seek pre-approval of a transfer course, he/she should email course syllabi to [preapproval@psu.edu](mailto:preapproval@psu.edu). If not available electronically, please mail syllabi to the Undergraduate Admissions Office, 201 Shields Building, University Park, PA 16802, or via email to [admissions@psu.edu](mailto:admissions@psu.edu). For more details on submitting syllabi electronically for pre-approval view our [Transfer Credit Equivalencies](#) information.
- A \$25 processing fee will be posted to your student account once an official college transcript is received and credits are processed on your record in LionPATH. Please note that the \$25 fee will be assessed per transcript received regardless of whether transfer credit is earned. A fee will not be assessed for test credits, military experience, or for dual enrollment credits. The fee will be added to your bill and is payable to the Bursar's Office.
- Once course work from another college/university is added to the Penn State student record, those credits cannot be removed.

Please be advised that a student's tuition will increase when the Penn State transcript reflects 59.1 cumulative credits. If the credits you are transferring or have transferred place you above 59.1 cumulative credits after the start of the semester, your tuition will increase immediately. You will receive a bill for the additional tuition on the first day of the following month. For more information, visit the [Office of the Bursar's website](#).

### **Summer Courses in China**

Courses taken in programs in China that are not part of the regular degree-granting curriculum will not be considered for transfer credit.

### **Course Requirements for Credit Transfer**

In order for a course to be eligible for review for transfer credit at Penn State, the following criteria must be met:

- Grade earned must be equivalent to a C (2.0) grade or better. Transcript must list a grade and credit earned.
- Penn State must have a similar program or course offering.
- Only courses taken at the undergraduate level will be eligible for transfer consideration.
- The course should be useful in the student's program of study at Penn State

Special note: Internship/Co-op experience is typically not approved for transfer credit from other institutions.

### **Transferring Credit from Another Institution**

- Penn State requires an official transcript to consider credits for transfer. Upon review of a student's materials during the application review, we will evaluate any official college or university transcripts that are included with the application.
- Upon receipt of an official college transcript, the Undergraduate Admissions Office will post all eligible credit to a student's Penn State record (for any currently enrolled or newly admitted PSU student). Credit cannot be removed from the student's Penn State record for any reason.
- We do not evaluate transcripts before an offer of admission is made.
- Course work successfully completed at other colleges and universities recognized by the six regional accrediting associations will be considered for transfer credit.
- College-level course work completed at colleges/universities licensed by state boards of education to award associate degrees or higher, but are not members of one of the six regional accrediting associations, may be eligible for credit by validation.
- If accepted, students will receive an evaluation of transferable credits. Domestic students will receive the evaluation of credits in the mail with their offer of admission, while international students will receive the evaluation via email.

Pennsylvania State University

<https://www.psu.edu/admission/undergraduate/credit/credit-by-validation>

Credit by Validation

College-level course work completed at colleges/universities licensed by state boards of education to award associate degrees or higher, but that are not members of one of the six regional accrediting associations, may be eligible for credit by validation.

**Steps for the Credit by Validation process:**

1. After enrolling at Penn State, the student is responsible for initiating the process by requesting or downloading a Credit by Validation form (*link below*).
2. The student completes the form and submits it with electronic copies of course syllabi for each course to be validated to the Undergraduate Admissions Office at [admissions@psu.edu](mailto:admissions@psu.edu).
3. Undergraduate Admissions staff will determine if the course is eligible for Credit by Validation. Eligible courses must:
  - Have an equivalent course offering at Penn State that offers comparable learning outcomes and standard instruction.
  - Be graded at an equivalent of a 'C' (2.0) or better.

Students will be notified coursework that does not meet eligibility via their Penn State email address.

4. If the course meets eligibility requirements:
  - Undergraduate Admissions sends the course information to the academic college/department that should evaluate the course content.
  - The department shares its decision with Undergraduate Admissions.
  - The Undergraduate Admissions Office updates the student's Penn State transcript record with coursework that is transferable.

## Texas A&M University

<https://student-rules.tamu.edu/rule09/>

### 9. Transfer Credit

9.1 Students who transfer to Texas A&M from an institution of higher education that is not accredited by one of the institutional accrediting associations may validate the work taken at the institution by one of the following methods:

9.1.1 Successful completion of a comprehensive departmental examination or nationally standardized examination that is approved by the department.

9.1.2 Successful completion of a higher-level course in the same subject area when approved by the head of the department and the dean of the college.

9.2 As a general rule for undergraduate students, credit will be given for transfer work satisfactorily completed with a passing grade at another properly accredited institution. Credits given by transfer are provisional and may be cancelled at any time if the student's work in the university is unsatisfactory. Credit will be given to undergraduate students transferring from nonaccredited public colleges in Texas for work completed with grades of C or better if they earn a grade point ratio of 2.00 (C average) on the first 30 hours of residence work at this university.

Students should refer to the Undergraduate Catalog for program specific information regarding transfer admissions and transfer course. Transfer work from international colleges

and universities will be evaluated on an individual basis. No English composition courses will be transferred from institutions located in non-English speaking countries. American history and American political science (government) courses will not transfer from foreign institutions. A-level examinations with a grade of C or better will result in the award of transfer credit. Baccalaureate II examinations will not transfer, but students may take CLEP or departmental examinations to receive credit.

9.3 As a general rule for master's and doctoral students, courses taken in residence at an accredited U.S. institution or approved international institution with a final grade of B or greater will be considered for transfer credit if, at the time the courses were completed, the courses would be accepted for credit toward a similar degree for a student in degree-seeking status at the host institution. These courses must not have been used previously for another degree.

Coursework in which no formal grades are given or in which grades other than letter grades (A or B) are earned (for example, CR, P, S, U, H, etc.) is not accepted for transfer credit.

Except for officially approved cooperative doctoral programs, credit for thesis or dissertation research or the equivalent is not transferable.

Master's and doctoral students should refer to the Graduate and Professional Catalog for program specific information regarding transfer admissions and transfer of course credit.

9.4 First Professional students (Doctor of Dental Surgery, Doctor of Medicine, Doctor of Pharmacy, Doctor of Veterinary Medicine, and Juris Doctor) should refer to the Graduate and Professional Catalog for program specific information regarding transfer admissions and transfer of course credit.

Students should also refer to sections 14.21, 14.22 and 14.23 of Student Rules.

Texas A&M University

<https://howdy.tamu.edu/uPortal/p/tce-ui.ctf1/max/render.uP>

Transfer Course Equivalency

The Transfer Course Equivalency website contains a searchable database of course equivalencies/evaluations for U.S. colleges & universities.

You can either select [Search by Sending Institution](#) or [Search by TAMU Course](#) from the menu bar on the top.

The evaluation of courses on this site is a guide, and transferability of any given course is not guaranteed until evaluated upon application. Specific course equivalencies require review based upon the unique characteristics of each college and university and may differ from one institution to another.

### **Considerations**

- The Transfer Course Equivalency website includes only courses that have been previously evaluated by Texas A&M University's Office of Admissions.
- This website may not include courses from new, recently changed, or infrequently transferred courses.
- Coursework currently not found on this website will be evaluated at the time of application.
- Revisions to course evaluation may be based on the receipt of new information, and no evaluation is official until credits appear on the student's Texas A&M transcript.

*The Office of Admissions' evaluation of incoming transfer credit does not imply that other institutions will reciprocate the assessment*

Questions can be directed to the Office of Admissions at [admissions@tamu.edu](mailto:admissions@tamu.edu)

University of Texas-Austin

<https://catalog.utexas.edu/general-information/admission/undergraduate-admission/>

Undergraduate Applicants with College Credit

Many undergraduate applicants come to the University after enrolling in college-level coursework or earning college credit.

#### **Reporting previous college coursework**

An applicant who has undertaken coursework at another collegiate institution (including freshman, transfer, reentry, and international applicants) must report all such coursework when applying for admission. Applicants who fail to report all college coursework or who otherwise falsify any part of their application or the documents required to complete the application process are subject to disciplinary action. Disciplinary action will include a one-year ban on enrollment and a permanent statement on the student's record about the failure or falsification. Action may include expulsion and loss of credit for work taken subsequently at the University, as well as appropriate action by the dean of students.

#### **Awarding college credit**

The University awards college credit to some incoming undergraduate students for courses that are transferable from other colleges and universities, for designated scores on Advanced Placement and International Baccalaureate exams, for OnRamps courses and for dual credit courses the student took while in high school.

Students seeking transferable credit must submit official transcripts of all coursework taken at all other institutions for evaluation by the Office of Admissions. This evaluation determines whether the coursework could in any circumstances qualify for transfer credit at UT Austin, but it does not constitute approval of the credit for use toward a degree; such approval is solely within the jurisdiction of a student's academic dean.

The following policies govern evaluation of credit:

- **Institution types:** Transfer credit is generally awarded for academic course credit earned from regionally accredited institutions or from institutions that are candidates for regional accreditation if the course credit was earned during the candidacy period. In rare circumstances, course credit earned at other institutions may be accepted.
- **Courses that are not transferable:** Workforce (vocational) courses, developmental and remedial courses, and courses classified as below freshman level by the institution at which the student took them are not transferable and will not count toward a degree.
- **Credit for military training:** Transfer credit is awarded for some kinds of military training. Credit awarded for military training usually does not count toward the 24 hours of transferable credit needed to apply for admission.
- **Coursework level:** Junior and community college courses transfer as lower-division (freshman or sophomore) credit. Undergraduate courses from senior colleges transfer at the level (lower- or upper-division) at which the student took them. Graduate-level coursework is not transferable as undergraduate credit.
- **Limits on use of credit toward degree:** No limit is placed on the total amount of course credit accepted in transfer from either junior- or senior-level institutions. However, use of transfer credit toward a degree may be limited by the student's academic dean.
- **Credit by exam at another institution:** Credit earned by examination at another institution is treated as transfer credit only if the sending institution records the credit on the student's transcript with regular catalog course numbers and with a grade of at least C-, the symbol *CR*, or a similar designation representing credit earned without letter grade.
- **Computing an applicant's GPA:** When computing an applicant's grade point average (GPA) for admissions purposes, the Office of Admissions includes grades earned in all academic courses (except developmental courses), whether passed, failed, or repeated, including those in which the student earned a grade of *D+*, *D*, or *D-*. However, a course in which the student earned a grade of *D+*, *D*, *D-*, or *F* is not transferable and will not count toward a degree. An *A* or *A+* earned on transferable coursework is awarded four points in admission GPA calculations. (See [Academic Policies and Procedures](#) for information about how the University computes GPA.)
- **Transfer coursework and the University's GPA:** Grades earned at other institutions are not averaged with grades earned at the University to determine the student's internal University grade point average.

### Disputed credit

If the University refuses to accept lower-division credit earned at another Texas public institution of higher education, the student and the sending institution will be given written notice that transfer credit was refused. If nontransfer of credit is disputed, the University will attempt to resolve the matter with the student and the sending institution according to applicable rules and guidelines of the Texas Higher Education Coordinating Board. If the dispute is not resolved to the student's or the sending institution's satisfaction within forty-five days of the initial notification, the University will notify the Coordinating Board of the refusal of the transfer credit and the reasons for refusal. The Coordinating Board will resolve the dispute and notify the parties of its findings.

University of Texas – Austin

<https://admissions.utexas.edu/apply/transfer-students/transfer-credit-resources/#:~:text=of%20Courses%20Form,-.Credit%20Evaluation,is%20transferable%20to%20UT%20Austin.>

Transfer Credit Resources

You must successfully complete transferable coursework to be considered for transfer admission. But how do you know if the courses you took are transferable?

**Determine the credit you'll be awarded using our Automated Transfer Equivalency (ATE) System.**

The Automated Transfer Equivalency System (ATE) database contains more than 300,000 transfer credit evaluations for courses at Texas universities and community colleges. These course evaluations are the exact credit you will be awarded, because transfer credit is posted to UT student records via the ATE system.

- For UT students planning to take courses elsewhere, search by [UT Austin Course Designation](#).
- For prospective transfer students, search by the [Sending Institution's Course Designation](#).
- Both current and discontinued courses at other institutions are listed. You should consult the sending institution's catalog or schedule to identify courses currently available.
- Current and former UT Austin students may request advance transfer credit evaluations for unlisted, out-of-state courses by filling out and submitting an [Evaluation of Courses Form](#).
- [Transfer Credit Evaluation Notes PDF](#)

Estimate how courses taken at other institutions might apply at UT Austin.

[Interactive Degree Audit](#)

Learn more about military credit, workforce credit, common prerequisite questions and more.

[Common Transfer Credit Issues PDF](#)

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#### [Common Transfer Credit Issues PDF](#)

### **Transferring Coursework**

- Courses with grades lower than C- do not transfer. Grades from transfer credit are excluded from a student's internal UT Austin GPA computation.
- Some UT Austin programs limit the transfer credit they'll accept. All programs require completion of at least 60 semester hours in residence at UT.
- Students can **petition for re-evaluation** of out-of-state transfer credit by filling out and submitting an [Evaluation of Courses Form](#).

### **Credit Evaluation**

All students—including currently enrolled UT students—interested in obtaining UT transfer credit for courses taken at another college or university must submit official transcripts to the Office of Admissions. Admissions evaluates transcripts to determine if coursework is transferable to UT Austin. After the initial evaluation by Admissions, academic programs determine if or how individual courses apply toward degree requirements. Evaluation of individual courses taken at out-of-state institutions is not available over the phone, in person or by email. Specific course evaluations and decisions about the transferability of individual courses are made only after an applicant has been admitted.

### **Community College Transfer Guides**

Students should follow a guide corresponding to the academic year in which they began attending their community college. Eligibility to graduate under the rules and requirements of a particular UT catalog expires after six years.



## University of Washington- Seattle

[https://admit.washington.edu/apply/transfer/policies/?\\_gl=1\\*\\_mla1gf\\*\\_ga\\*Mjc1MDkwNDQwLjE2ODYyNTA4MDY.\\*\\_ga\\_3T65WK0BM8\\*MTcyMTA4NjU5MS4xMC4xLjE3MjEwODY2MDUuMC4wLjA.\\*\\_gcLau\\*ODc5NDY4NzkuMTcxODAzNzU2Mw.\\*\\_ga\\_JLHM9WH4JV\\*MTcyMTA4NjU5MS4xMC4xLjE3MjEwODY2MDUuMC4wLjA](https://admit.washington.edu/apply/transfer/policies/?_gl=1*_mla1gf*_ga*Mjc1MDkwNDQwLjE2ODYyNTA4MDY.*_ga_3T65WK0BM8*MTcyMTA4NjU5MS4xMC4xLjE3MjEwODY2MDUuMC4wLjA.*_gcLau*ODc5NDY4NzkuMTcxODAzNzU2Mw.*_ga_JLHM9WH4JV*MTcyMTA4NjU5MS4xMC4xLjE3MjEwODY2MDUuMC4wLjA).

### Transfer Credit Policies

- [General Policy](#)
- [Washington Community & Technical College Transfer](#)
- [State Policy on Inter-College Transfer and Articulation](#)
- [Class Standing](#)
- [Quarter vs. Semester Credits](#)
- [Applying Transfer Credit to Degree Requirements](#)
- [Transfer Credit Evaluation](#)
- [Courses Receiving No Credit](#)
- [Notable Restrictions on Transfer Credit](#)
- [Military Credit](#)
- [Prior Learning Assessment](#)
- [UW Reverse Transfer Program](#)

### **General policy**

To students pursuing a first bachelor's degree, the Office of Admissions awards transfer credit according to the guidelines discussed here. Admissions reserves the right to accept or reject credits earned at other institutions of higher education. In general, it is University policy to accept credits earned at institutions fully accredited by their regional accrediting association for colleges and universities, provided that such credits have been earned through university-level undergraduate courses appropriate to the student's degree program at the University of Washington (UW). Exceptions are noted under Notable Restrictions on Transfer Credit and Courses Receiving No Credit.

### **Washington Community & Technical College transfer**

#### **Direct Transfer Agreement (DTA)**

The public community colleges and baccalaureate colleges and universities in Washington have adopted an inter-institutional transfer agreement. The agreement applies to the applicability of transfer credit from community colleges to baccalaureate institutions; the DTA is not an admission agreement. The DTA Associate Degree Guidelines developed by the Intercollege Relations Commission (ICRC) outline an acceptable transfer curriculum, which serves as the foundation of the DTA associate degrees offered at each community college. In general, transfer students who have been awarded a qualifying DTA associate will be eligible to transfer to a baccalaureate institution with junior standing and will have completed lower division general education requirements.

The University of Washington subscribes to the Direct Transfer Agreement as follows:

- Students will be assigned junior standing upon admission.
- The UW transfers credit on a course-by-course basis. However, approved DTA degree-holders may use transfer courses toward the UW Areas of Inquiry requirements comparable to those the community college used toward DTA associate degree distribution requirements—even if those courses would not otherwise be allowed toward specific Areas of Inquiry requirements at the UW—if doing so is to the student’s advantage.
- The UW’s College of Arts and Sciences agrees that transfer students from Washington community colleges who complete approved associate degree programs will be considered to have satisfied the College’s general education and proficiency requirements with the following provisos:
  1. Students who have completed the minimum of 45 credits of distribution (15-15-15) as part of their DTA degree will be required to take an additional 5 credits in each area plus an additional 15 credits drawn from their choice of one or more of the three areas in order to satisfy the Arts and Sciences Areas of Inquiry requirement.
  2. Up to 15 credits in the student’s major may be applied towards the 75-credit Areas of Inquiry requirement.
  3. Students who complete first-year language courses as a part of the transfer degree distribution requirement, and later use that foreign language to satisfy the Arts and Science language proficiency requirement (see item 4), may NOT use those foreign language credits towards the Arts and Science Areas of Inquiry requirement.
  4. Students will be required to complete foreign language study at the 103-level or to demonstrate language proficiency at the 103-level through an examination.
  5. Ten credits in courses emphasizing writing (W-courses or English composition) are required in addition to the 5-credit English composition requirement. W-courses must have attributes as defined by Arts and Sciences. If not completed as part of the transfer degree, this requirement must be completed at the University.

**Note:** Additional courses taken at the UW to fulfill general education or proficiency requirements may be upper division courses; students will not be required to complete additional lower division courses at the UW.

### **Equivalency Guide**

The University of Washington transfers credit on course-by-course basis. The Equivalency Guide provides transfer information for academic courses completed at community and technical colleges in Washington State.

### **Recommended first year courses (Washington 45)**

The “Washington 45” course list was developed to provide optimum course selection guidance to high school students enrolled in the Washington Running Start program or traditional transfer students who wish to transfer prior to earning an associate degree. The

Washington 45 was developed as a way to provide students with guidance that would enable them to select courses that would successfully transfer to all public and private baccalaureate institutions in Washington State. Although the plan does not guarantee more than 45 transfer credits at all Washington institutions, the UW will allow more than 45 transfer credits for courses completed from this list.

### **State policy on inter-college transfer & articulation**

The UW subscribes to the statewide Policy on Inter-College Transfer and Articulation Among Washington Public Colleges and Universities, endorsed by the public colleges and universities of Washington as well as by the State Board for Community and Technical College Education, and adopted by the Washington Student Achievement Council. The policy deals with the rights and responsibilities of students, and the review and appeal process in transfer-credit disputes.

### **Class standing**

A student's class standing is determined by the total number of transfer credits awarded by the UW, not by the number of years of college study or by the completion of an associate degree.

<b>Class Awarded</b>	<b>Credits Needed</b>
Freshman	0-44 credits
Sophomore	45-89 credits
Junior	90-134 credits
Senior	135+ credits

Satisfying UW graduation requirements depends not only on the number of credits completed a minimum of 180 for most programs but also on completing all college and major requirements.

### **Quarter vs. semester credits**

U.S. colleges and universities that operate on a semester system award semester credit. The UW operates on a quarter system and awards quarter credit.

- To convert quarter credits to semester credits, multiply by .67.
- To convert semester to quarter credits, multiply by 1.5.

Example: A student who earned 30 semester credits would be awarded 45 quarter credits in transfer at the UW.

College credit completed outside the U.S. at a school recognized by the Ministry of Education is evaluated differently: No more than one year of transfer credit will be awarded for one year of study. College and university credit from outside the U.S. is generally awarded a maximum of 45 quarter credits for each full year completed. Semester credits outside the U.S. may not be calculated the same as U.S. semester credits.

### **Applying transfer credit to degree requirements**

Before a student first registers for classes at the UW, s/he should meet with an academic

adviser to plan a program of study. The adviser determines how the transfer credits may be used to meet UW degree requirements. For example, suppose that Admissions awards a student 120 transfer credits, but only 100 of those credits can be applied toward graduation requirements for that student's degree program. If selective credits are needed, credits that do not apply toward specific requirements may still be applied toward the minimum number of total credits required for graduation.

### **Transfer credit evaluation**

After an admitted student pays the New Student Enrollment and Orientation Fee, and shortly before the student's Advising and Orientation session, the Office of Admissions completes a course-by-course evaluation of transfer credits.

The information recorded on the transfer credit evaluation, including the transfer of credits and the transfer GPA, becomes part of the student's permanent record at the UW. If a student applies to an academic program with special admission requirements, transfer coursework and the transfer GPA will be considered.

The evaluation is not an official transcript. The official UW transcript that is sent out to other institutions does not include the transfer GPA or a detailed listing of the transfer credit the UW awarded, it merely lists the other colleges the student has attended and the total number of transfer credits awarded. Transfer grades are not included in the UW GPA.

### **Appeal procedure**

If some courses do not transfer and the student questions a decision, the student should consult the admission specialist who completed the transfer evaluation. Further appeal can be directed to the UW Transfer Officer at the Admissions Office.

### **Courses receiving no credit**

The UW reserves the right to deny credit for courses that are not compatible with those offered in its baccalaureate degree programs. Some general categories of courses never receive transfer credit or, in some instances, receive credit on a restricted basis only (see items marked with an asterisk in the list that follows). Examples of courses that receive no credit include:

- Courses considered below college level (usually numbered below 100)
- Repeated courses or courses with duplicate subject content
- Coursework earned at an institution that did not hold at least candidacy status with its regional accrediting association when the coursework was taken
- Courses that provide instruction in a particular religious doctrine
- Mathematics courses considered below college level, including basic math, business math, and beginning and intermediate algebra
- Courses offered for non-credit continuing education units
- Remedial English (e.g., reading, vocabulary development, grammar, speed reading, or any courses that are preparatory to an institution's first Freshman Composition course)\*

- Courses providing instruction in English as a Second Language (100-level or above)\*
- Examinations offered by the College-Level Examination Program (CLEP)
- Remedial courses in any academic discipline (100-level and above)\*
- Non-academic/vocational-technical courses. \*\*Up to 15 credits may be awarded for courses numbered 100 and above if included as electives within an academic associate degree from a Washington community college. See also Restricted Credit.

### **Notable restrictions on transfer credit**

#### **Transfer credit limit**

The UW allows a maximum of 90 credits of lower-division transfer coursework to be applied toward a UW degree. Of the 180 credits required for graduation from the UW (some majors require more than 180), a maximum of 90 lower-division transfer credits are allowed. Once you are enrolled at the UW, if your lower-division credit exceeds 90, there will be a difference between the “total credits earned” and the “total credits allowed” under the Summary of Transfer Credit following the Detail of Transfer Credit.

Additionally, a maximum of 135 total transfer credits are allowed toward the 180 credit total. The University-wide residence requirement states that 45 of the last 60 credits must be taken “in residence” while enrolled as a matriculated student. Therefore, a student transferring 135 or more credits must complete a minimum of 45 more credits in residence at the UW.

Despite these restrictions, all of your transferable credit are listed under the Detail of Transfer Credit and may, with your adviser’s approval, be used to satisfy individual requirements for graduation. It may be helpful to think of your transfer credits as a “bank account” of credits from which you may draw. All of your transferable credits remain in the bank, but no more than 90 lower division credits and no more than 135 total transfer credits may be “withdrawn” in order to be applied toward the 180 (or more) credits required for your degree.

#### **Extension credit from other schools**

Extension credit, including correspondence courses, earned at other schools may not exceed 45 credits. Military credit is included in this 45-credit limit.

#### **Foreign language courses**

Students who have completed two or more years of a high-school foreign language receive no college credit for an entry-level course (e.g., FRENCH 101) in the same language when that course is completed after matriculation at the University. Transfer students who complete such a course before matriculation at the UW are eligible to receive transfer credit.

#### **Native language**

First-year (elementary) or second-year (intermediate) foreign-language credit is not granted either by examination or by course completion in a student’s native language. “Native

language” is defined as the language spoken in the student’s home during the first six years of his or her life and in which he or she received instruction through the seventh grade.

### **Out-of-sequence courses**

Credit is not awarded for prerequisite courses in mathematics or foreign languages completed after a more advanced course has been completed. For example, students will not be awarded credit for Spanish 102 if taken after Spanish 103.

### **Overlapping content**

If a department considers two of its courses to have overlapping content, credit will be awarded for only one. For example, credit is granted for either PHYS 114 or PHYS 121. Other departments in which such overlapping courses occur include Astronomy, Chemistry, Computer Science, Economics, Foreign Language, Genetics, Geological Sciences, Linguistics, Psychology, and Statistics. Restrictions of this kind are noted in the [Course Catalog](#).

### **Physical education**

No more than three quarter credits will be allowed for physical education activity courses.

### **Restricted transfer credit**

Transfer credit will not generally be awarded for vocational or technical courses. However, a maximum of 15 quarter credits will be awarded in transfer for college-level vocational-technical courses when they have been allowed as electives within the 90 credits comprising an academic associate degree from a Washington community college. Courses in this category are those that ordinarily provide specialized training for an occupation (e.g., allied health, bookkeeping, electronics, or physical therapy assistant). When allowed, these credits will apply only toward the elective credit component of a baccalaureate degree at the UW. Such courses are not included in the transfer GPA.

### **Senior residency requirement**

To be recommended for a first or subsequent baccalaureate degree, a student must complete 45 of his or her final 60 credits as a matriculated student in residence at the University of Washington campus where the degree is to be earned.

### **Military credit**

Official military transcripts (Joint Services Transcripts) must be submitted to the Office of Admissions for evaluation. Coursework recommended for academic college credit at the lower- or upper-division level by the American Council on Education (ACE) will be considered for transfer provided that the coursework is applicable to the student’s degree program at the UW.

Military coursework is not included in the transfer GPA, and transfer credit will not be awarded until after the student has enrolled at the UW.

- A maximum of 30 quarter credits may be awarded for academic courses completed through Armed Forces training schools (AFTS).
- No credit is awarded for Military Occupational Specialty (MOS) programs.

## **Prior learning assessment**

### **Advanced-level credit**

Read more about UW policies regarding these programs offering college-level work in high school.

- [Advanced Placement \(AP\)](#)
- [International Baccalaureate \(IB\)](#)
- [Advanced Level Exams \(A Level\) | Advanced Subsidiary Exams \(AS Level\)](#)

### **Alternative credit options**

The UW does not award general credit for work or life experience. However, two avenues exist for obtaining credit under selected circumstances.

Once enrolled at the UW, students may explore the possibility of obtaining departmental approval for transfer of credit earned through coursework taken at a non-regionally accredited institution. For information about possible credit for this type of coursework, contact the [Office of Admissions](#).

Students may arrange to challenge specific UW courses via credit by examination if the same knowledge has been gained through independent study outside a formal educational setting. For information about this type of credit by examination, contact the [Graduation and Academic Records Office](#).

### **UW Reverse Transfer Program**

Students transferring to the University of Washington from a Washington state community or technical college (WA CTC) before earning a WA CTC associate degree will be able to apply academic credits they earn at UW toward completion of an associate degree from their former WA CTC.

Adding an associate degree to your WA CTC transcript will show that you have completed a higher education program and earned a credential. Having an associate degree on your WA CTC record may also help build your resume and document applicable job qualifications prior to earning your baccalaureate degree.

### **Do you qualify to earn your Associate degree?**

If you earned at least 60 transferrable quarter credits at your Washington community or technical college prior to transferring to UW, you may be eligible to earn an associate degree from your former WA CTC.

For this program, you must have enrolled at UW prior to earning an associate degree. Upon completing 30 quarter credits at UW, the Office of the University Registrar will electronically notify eligible transfer students about their opportunity to earn an associate degree by submitting an official UW transcript back to their previous community or technical college.

See [Frequently Asked Questions](#) (FAQ) for further information.

## University of Washington – Seattle

<https://admit.washington.edu/apply/transfer/policies/washington-45/>

### Washington 45: Recommendations for One Year of Transfer Courses

The list of courses in Washington 45 neither replaces the Direct Transfer Agreement, Associate of Science Tracks I and II, or any major-related program agreement, nor will it guarantee admission to a four-year institution.

A student who completes courses selected from within the general education categories listed below at a public community, technical, four-year college or university in Washington State will be able to transfer and apply a maximum of 45 quarter credits toward general education requirement(s) at any other public and most private higher education institutions in the state.

Many private non-profit colleges and universities have distinct general education requirements. Students should check with institution(s) they plan to attend regarding application of transfer credits that will meet general education requirements.

For transfer purposes, a student must have a **minimum grade of C or better (2.0 or above) in each course** completed from this list.

Students who transfer Washington 45 courses must still meet a receiving institution's admission requirements and eventually satisfy all their general education requirements and their degree requirements in major, minor and professional programs.

#### **“First Year Transfer List” of General Education Courses**

- **Communications** (5 credits)—ENGL 101, ENGL 102
- **Quantitative and Symbolic Reasoning** (5 credits)—MATH 107, MATH 148 or MATH 151
- **Humanities** (10 credits in two different subject areas or disciplines)—PHIL 101, MUSC 105, DRMA 101, ENGL 111, or HUM 101. For colleges that use history as a Humanities: HIST 116, HIST 117, HIST 118, HIST 146, HIST 147, HIST 148). Disciplines are sometimes called subject or subject matter areas and designated by a prefix (i.e. PHIL for Philosophy and POLS for Political Science).
- **Social Science** (10 credits in two different subject areas or disciplines)—PSYC 100, SOC 101, POLS 101, POLS 202. For colleges that use history as a Social Science: HIST 116, HIST 117, HIST 118, HIST 146, HIST 147, HIST 148
- **Natural Sciences** (10 credits in two different subject areas or disciplines)—BIOL 100, BIOL 160 with lab, ASTR 100, ASTR 101 with lab, CHEM 105, CHEM 110 with lab, CHEM 121 with lab, CHEM 161, CHEM 162, ENVS 100, ENVS 101, PHYS 121, GEOL 101 with lab.
- **Additional 5 credits** in a different discipline can be taken from any category listed above.

**Note:** Although these courses are listed under categories, the actual course may satisfy a different general education category at a receiving institution.



University of Wisconsin- Madison

<https://registrar.wisc.edu/transfer-your-credit-to-uw-madison/>

Transfer Your Credit to UW-Madison

Transfer credit can be awarded to any admitted undergraduate student who has completed coursework at a college or university. Once you are admitted, we will begin working on an evaluation of your transfer credits and will email you when your evaluation is available to view in your Student Center.

### **Transfer Credit Guidelines**

Credit is generally awarded for college-level coursework completed at institutions accredited by a [regional or national accrediting organization](#) recognized by the Council for Higher Education Accreditation (CHEA). Foreign institutions must be recognized by the Ministry of Education in that country. Courses must be similar in nature, level, and content to a course in our undergraduate curriculum and applicable to one of our academic programs. Continuing education courses, graduate-level courses, and courses that are remedial, technical, vocational, or doctrinal in nature are not transferable.

Students who take college courses prior to high school graduation (this includes dual enrollment) will receive advanced credit at UW–Madison as long as the credit is: 1) transferable, 2) earned at an accredited college, and 3) listed on an official transcript generated by the college.

To be awarded credit at UW–Madison, enrolling undergraduate students must have their official college-level transcript(s) sent to the Office of Admissions and Recruitment.

Electronic transcripts must be sent through a secure document sending service to [etranscripts@admissions.wisc.edu](mailto:etranscripts@admissions.wisc.edu). Transcripts sent through email, as an attachment, will not be accepted as official. Paper transcripts sent to [the Office of Admissions](#) must bear an official school seal or be printed on the school’s custom watermarked/security paper.

Students taking courses at a UW System school or Wisconsin Technical College may consult [Transferology](#) to determine exactly how credit will be awarded.

### **Transfer Course Equivalencies**

If undergraduates would like to view how some of their courses may transfer to UW–Madison, use [Transferology](#).

Depending on the college(s) they have attended and courses they have taken (or plan to take), transfer equivalents may be listed in Transferology, an online transfer equivalency database.

### **Military Credit**

The University of Wisconsin-Madison thanks you for your service and in many cases can award transfer credit for education you received while in the military. Evaluation of transfer credit adheres to the guidelines in the [Joint Statement on the Transfer and Award of Credit](#) developed by the American Association of Collegiate Registrars and Admissions Officers (AACRAO), the Council for Higher Education Accreditation (CHEA), and the American Council on Education (ACE). Transfer credit may include direct course equivalencies and/or departmental electives for work that is similar in nature, level, and content to a course in our undergraduate curriculum. However, the **majority of military credit will transfer as general electives** and may not reduce your time to degree. A large number of general electives could negatively impact your financial aid eligibility and your admission to competitive programs with credit limits.

### Number of Credits and Conversion Rate

The University of Wisconsin-Madison follows a [semester calendar](#). Credit values from institutions on a different academic calendar or within a different educational system may need to be converted to semester credits when transferred to UW-Madison. Transfer credit values are awarded to the hundredths place (i.e., 3.35). Credit conversion practices at UW-Madison align with the university's [Credit Hour Policy](#) and adhere to the American Association of Collegiate Registrar and Admission Officers (AACRAO) [Transfer Credit Best Practices](#).

### Quarter Calendar Credit Hours within the United States

Credit values from quarter calendar institutions in the United States are generally two-thirds of a semester credit hour. Transfer credit values from these institutions will be converted to semester credit by multiplying the number of quarter credits by .67.

Quarter/Trimester	Semester
1 credit	.67 credits
2 credits	1.34 credits
3 credits	2.01 credits
4 credits	2.68 credits
5 credits	3.35 credits
6 credits	4.02 credits

### Institutions outside the United States

Credit conversion rates can vary by educational system and institution. Each transcript is assessed individually to determine a credit conversion rate. Courses without credits on official transcripts may not transfer to the University of Wisconsin-Madison.

FAQs

Transferability

**How will my courses transfer?**

<p>We award transfer credit for college-level, baccalaureate courses (not remedial, technical, doctrinal, vocational, or continuing education/graduate level courses) that apply to academic programs offered by UW-Madison and are taken at a degree-granting, regionally accredited college or university. If the course content and level are similar to a UW-Madison course, a direct equivalent may be given as transfer credit. If it is not similar enough, elective credits in the relevant department will be granted. We award credit for coursework with a grade of D or higher. Please note that elective credits are transfer credits that can fulfill various degree requirements.</p>
<p><b>What is the maximum number of transferable credits?</b></p> <ul style="list-style-type: none"> <li>• <b>Baccalaureate Institutions</b> – There is no credit limit on transferable credits from a four-year college.</li> <li>• <b>Non-Baccalaureate Institutions</b> – A maximum of 72 transferable semester credits from two-year colleges can count toward the total degree credit requirement (usually 120). Courses taken beyond 72 credits can still satisfy course, breadth, level, or general education requirements. <i>Example scenario, a student seeking to B.S. in Biology has already completed 72 credits from a 2-year. The student then completes a 3-credit organic chemistry course that is equivalent to UW CHEM 343 – Organic Chemistry. Even though the organic chemistry course was taken after 72-credits, the course will still satisfy the CHEM 343 major requirement, count as 3 credits of Physical Science breadth, and 3 credits of intermediate level. However, only 72 credits instead of 75 credits will apply to the 120 degree credit requirement for a B.S. in College of Letters &amp; Science.</i></li> <li>• <b>Current UW Students</b> – If you plan to combine transfer credits along with UW-Madison credits that exceeds 18 total credits in a Fall/Spring term, or 12 credits in the Summer term, you are encouraged to contact your academic dean’s office to see if a credit overload exception is likely to be considered. L&amp;S students can get information and make requests for term credit overloads on the <a href="#">L&amp;S Policies and Forms site</a>.</li> </ul>
<p><b>What is the difference between equivalent and elective credit?</b></p> <p>Transfer courses with descriptions that closely match the descriptions of courses taught at UW–Madison will generally transfer as direct course equivalent credits. For example, an introductory macroeconomics course at your previous institution might transfer as our Econ 102 Principles of Macroeconomics. Transfer courses that don’t have direct course equivalents at UW–Madison will transfer as elective credits within the appropriate academic department. For example, a course on the geography of Hawaii would transfer as geography elective credits because UW–Madison does not offer a course with that particular content. Elective credits count toward a degree in the same way that a direct course equivalent does.</p>
<p><b>How will my credit transfer if my course(s) was grade Pass/Fail?</b></p> <p>Students who earn college-level degree credit with “Pass” grades will have their credits evaluated for transfer.</p>
<p><b>How are transferred credits applied to my degree requirements?</b></p> <p>Specific degree requirements differ among the various UW–Madison <a href="#">schools and colleges</a>. Transfer credit applies toward degree requirements appropriately, depending on which major and/or degree you intend to complete. To learn more about degree and major requirements, consult the <a href="#">Guide</a> or the appropriate <a href="#">undergraduate major</a>.</p>
<p><b>Are grades from my previous institution included in my UW-Madison GPA?</b></p>

No. Your previous grades are not calculated into your UW-Madison GPA.
<b>Can I get credit for military basic training?</b>
Yes, we will award some credit from a Joint Services transcript (JST) or from Community College of the Air Force (CCAF).
<b>Can retroactive language credit transfer to UW-Madison?</b>
UW–Madison allows you to earn retroactive (retro) credits for prior work completed in a foreign language. In order for retro credit to be transferable, the following requirements must be met: 1) the course must be designated appropriate for earning retro credits by the department; 2) in addition to the qualifying course, the retro credit must be listed on a final, official transcript; 3) you must obtain a grade of “B” or better in the qualifying course; 4) the qualifying course must be the first college course taken in the language; and 5) the course must be completed within the first 30 credits of your college work.
<b>How will my credits transfer if I attend a non-semester institution?</b>
We will conduct a credit conversion to UW-Madison semester hours. The number of credits taken at your previous institution will not always be equal to the number of credits taken at your previous institution.
<b>Do AP, IB, CLEP, A-Level credits transfer to UW-Madison?</b>
UW–Madison does grant advanced credit for the successful completion of some AP, IB, A-Level, and CLEP exams. Please note that AP and IB must be completed while in high school. CLEP exams must be completed before completing 16 semester hours of college credit. Students can find detailed information on how a score will be awarded credit on our website.
<b>Are my credits/transcripts too old to earn college credit?</b>
No, credits do not expire.
<b>Can I earn college credit for life experiences?</b>
No.
<b>Do college or test credits affect what placement tests I am required to take?</b>
Regardless of transfer credit (from college courses or credit by exam), all incoming Freshmen are required to take the English and Math placement tests. A foreign language placement test is optional.
Placement tests for transfer students are determined upon completion of transfer credit evaluation. Students should carefully read the important notes section on their transfer credit evaluation for placement test information.
<b>Can I receive transfer credit for Project Lead the Way courses?</b>
No.
<b>What is doctrinal coursework?</b>
Doctrinal coursework promotes an ideological, political, and/or religious doctrine. Doctrinal coursework is commonly found at private, religious institutions and in countries that enforce ideological political education. As noted in our Transfer Credit Policy, doctrinal coursework will not receive transfer credit.
The following are examples of coursework that may be considered ‘doctrinal’:
<ul style="list-style-type: none"> <li>• Learn &amp; Teach in Latter Days</li> <li>• Marxism/Marxist Theory (when taught in Marxist countries)</li> <li>• Mao Zedong Theory</li> <li>• Missionary Preparation</li> </ul>

<ul style="list-style-type: none"> <li>• Moral Education/Cultivation</li> <li>• Outline of Modern Chinese History</li> <li>• Situation and Policy</li> <li>• Theoretical System of Socialism with Chinese Characteristics</li> <li>• Social Catholic Teaching</li> <li>• Social Practice of Ideology and Politics</li> </ul>
<p><b>Can I request to have transfer courses/credits removed from my UW-Madison record?</b></p>
<p><b>Test credits</b>, including those from Advanced Placement (AP), International Baccalaureate (IB), and College Level Examination Program (CLEP) examinations, can be removed from your UW-Madison record. You will need to send a request from your wisc.edu email to <a href="mailto:crediteval@registrar.wisc.edu">crediteval@registrar.wisc.edu</a>. In your email, please include your Campus ID number and the name(s) of the test(s) you would like to have removed from your record.</p> <p><b>Course credits</b> (including A-Levels) earned through another college cannot be removed. All courses/credits earned from other colleges/universities are accounted for on UW-Madison undergraduate student records. This includes any college coursework completed prior to attending UW-Madison or taken concurrently while at UW-Madison.</p>

#### How it Works

<p><b>What will I need to do to get my credits transferred?</b></p>
<p>You must submit an official transcript that lists both the course(s) and grade(s) to the Office of Undergraduate Admissions at UW-Madison. It is recommended that it be sent through a secure electronic sending service such as Parchment, Naviance or Credentials Solutions. The previous institution that you attended will likely have instructions on their website for how to request a transcript from their institution. It must first be processed by the Office of Admissions and Recruitment before it can be evaluated by the Credit Evaluation Services.</p>
<p><b>How do I submit a transcript?</b></p>
<p>Electronic transcripts must be sent through a secure document sending service to <a href="mailto:etranscripts@admissions.wisc.edu">etranscripts@admissions.wisc.edu</a>. Transcripts sent through email, as an attachment, will not be accepted as official. Paper transcripts sent to <a href="#">the Office of Admissions and Recruitment</a> must bear an official school seal or be printed on the school's custom watermarked/security paper.</p>
<p><b>Can I get my courses pre-equated?</b></p>
<p>Unfortunately, we are not able to pre-equate transfer courses for prospective students or for courses taken during the fall and spring semester for enrolled students. However, you may wish to consult <a href="#">Transferology</a> to see if we have previously equated a course you are interested in taking.</p>
<p><b>Can I request a reevaluation of transfer credit?</b></p>
<p>Yes. You can request a course to be re-evaluated, but not the number of credits. In order to have it reevaluated, please visit the <a href="#">Course Re-Evaluation Request page</a> and fill out the form. Follow the instructions carefully. It can take 4-6 weeks in order to process a re-evaluation request.</p>

<p><b>When will my credit evaluation be completed?</b></p> <p>Incoming transfer students will receive a full transfer credit evaluation after being admitted to the University. You will receive your official evaluation of transfer credits by your SOAR date. We make every attempt to complete an evaluation quickly after a student receives an admission decision.</p> <p>For current UW-Madison students, it can take up to 4-6 weeks after the Office of Admissions receives the transcript for transfer credit to be posted to your student record.</p>
<p><b>How will I view my credit evaluation?</b></p> <p>The transfer credit evaluation will be visible in your Student Center through either the Admissions tile on your Applicant Homepage, or through the Academic Records tile on the Student Center Homepage.</p>
<p><b>Where can I get help reading my credit evaluation?</b></p> <p>The basics of your credit evaluation are explained in the <a href="#">Reading Your Credit Evaluation KB</a>. You will get assistance understanding how your transfer credit applies to your degree when you attend the <a href="#">Student Orientation, Advising, and Registration (SOAR) program</a> during the break before the next semester begins.</p>

## Study Abroad

<p><b>What if I study abroad before enrolling at UW-Madison?</b></p> <p>If you study abroad prior to enrolling at UW-Madison, you must submit your official transcript for that work to the Admissions Office. It will be processed along with any other transfer credit you have.</p>
<p><b>What if I study abroad through a non UW-Madison study program or take courses at a foreign institution?</b></p> <p>If you are considering taking courses through a non UW-Madison program after enrolling at UW-Madison, please review the information on the <a href="#">Credit Resources page</a> regarding non-approved study abroad programs.</p> <p>Please note that summer and short winter courses taken at Chinese universities are not eligible for transfer credit.</p>
<p><b>How will the credit I earn while studying abroad transfer to UW-Madison?</b></p> <p>If you study abroad through a UW-Madison program, you will earn “residence” credit and can even graduate abroad. The courses, grades, and credits you earn abroad will be recorded on your transcript as UW-Madison study abroad work.</p> <p>If you study abroad through a non UW-Madison program, coursework will generally transfer as long as it is a university-level course similar in content to courses offered at UW-Madison. The courses must be taken at an accredited, recognized institution. Recognition of institutions varies, depending upon the governmental policies of a given country. We will convert foreign credits/hours to U.S. semester credits; you should not assume that your foreign credits/hours will transfer at face value. Grades earned at non UW-Madison study abroad programs will not transfer. Instead, courses will generally transfer as elective or course credits. However, you should not expect to satisfy specific requirements, especially in the areas of foreign language, liberal arts, and general education requirements.</p>

Before studying abroad, we highly recommend that you consult with your academic advisor to develop an academic plan appropriate for your major and study abroad program.

Please note that summer and short winter courses taken at Chinese universities are not eligible for transfer credit.

**How do I submit my non UW-Madison study abroad courses to received transfer credit?**

**Send an official transcript when the course work is completed.** Electronic transcripts must be sent through a secure document sending service to [etranscripts@admissions.wisc.edu](mailto:etranscripts@admissions.wisc.edu). Transcripts sent through email, as an attachment, will not be accepted as official. Paper transcripts sent to the Office of Admissions must bear an official school seal or be printed on the school’s custom watermarked/security paper. In order to receive transfer credit, the non-approved study abroad program must issue an official transcript from an accredited tertiary-level, degree-granting institution. If you are participating in a program through a study abroad provider (CIEE, CEA, IES, etc), you must obtain an official transcript from the provider’s “School of Record”. Note that some schools of record charge an additional fee to issue an official transcript. You will need to confirm with the host institution or study abroad program that they will provide a transcript that meets these standards.

**How do I get approval forms signed for my non-approved program?**

Your program may ask for approval from your home institution. You should let program staff know that you are doing this program independently of UW-Madison. If you need [verification of your UW-Madison enrollment](#) for your program application, you can obtain an official PDF letter certifying enrollment status (full-time, half-time, etc.) through Academic Records in your Student Center. The PDF version is an official letter. Forms requiring verification of academic or disciplinary standing can be sent to the Registrar’s Office at [registrar@em.wisc.edu](mailto:registrar@em.wisc.edu).

UW-Madison study abroad staff and academic advisors will not sign these forms.