

# Transfer of Credit

Students may be admitted to programs with advanced standing if they have taken appropriate college courses at another regionally accredited institution and earned a grade of “C” or higher. It is the student’s responsibility to furnish official transcripts and, if requested, course descriptions. A Department Chair, Program Director or designee will evaluate each course and grade. College courses for transfer credit beyond ten years will be evaluated by Department Chairs and/or the Vice President of Academic and Student Affairs. The Vice President of Academic and Student Affairs determines if the credits should transfer.

Any current students seeking to take a course at another college and wishing to apply that course to their degree must have prior written approval from their Department Chair and Program Director to guarantee acceptance of transfer credit.

Credits earned at another institution will be added to the total credits accumulated for graduation but are not included in GPA or cGPA calculation.