

TRANSFER OF CREDIT

A maximum of up to 50 percent of the units required for a certificate or degree program may be transfer units, subject to approval by the program director. (Please see each program's specific transfer policy for more information.) The seven-year limitation cannot be extended for transfer units within a certificate or master's program and the 10-year limitation cannot be extended for transfer units within a terminal or doctoral degree program.

Transfer courses must have been taken at a regionally accredited college or university, must be applicable to a graduate degree at the offering institution, and cannot be utilized if part of an already conferred bachelor's, master's or terminal/doctoral degree, unless variance is specified by an approved and/or accredited program of study. Terminal or doctoral degree candidates may transfer courses that have been conferred in a master's degree, at the discretion of the program director.

When such variance is permitted, course work completed at an institution of higher education that is not regionally accredited but hold national or specialized accreditation recognized by the U.S. Department of Education and/or the Council for Higher Education Accreditation (CHEA), may be considered for transfer credit on a case-by-case basis. Course work completed at an international institution also may be considered for transfer credit on a case-by-case basis. If such individual review is requested, the student must submit course descriptions and copies of course syllabi for those courses for which transfer credit is desired. The student also may be requested to submit an institutional catalog or program of study.

Transfer courses must have been completed at the graduate level with a grade of B or higher. Pass/Fail or S/U grading is not acceptable. Grades and GPAs earned at other institutions are *not* transferable and may not be used to replace grades for courses completed at TU. The Graduate Transfer Petition can be found on the Registrar's Office website.