

Effective: October 1997

Academic Policy: Undergraduate Studies TRANSFER OF CREDIT

Approved: October 1997
Reviewed: June 4, 2007
Deans' Council, Faculty Senate

1. Evaluation of credit for transfer is done by the Registrar. In general, credit earned on the campus of an accredited institution will be awarded for courses in which the applicant has earned a letter grade above the lowest passing grade of that institution. When graded on a percentage basis, work graded ten percent (10%) above the minimum passing percentage will be accepted.
2. Transfer students who are holders of an associate degree awarded by a publicly supported two-year community college in Pennsylvania can expect to receive full credit for all work successfully completed except for remedial or developmental courses or for Millersville equivalent competencies in which a grade of C or better is not achieved. The minimum residence requirement for transfer from a two-year college to earn a baccalaureate degree at Millersville will be at least 60 semester hours.
3. A student who has completed as many as three (3) years of study at another four-year institution can expect to receive credit for all courses in which a final grade of C or better was earned. Under this circumstance, the final 30 semester hours must be completed in residence at Millersville University. Student teaching is in addition to the 30-hour residence requirement.
4. No credit is given for correspondence work except for college-level courses which were pursued through an accredited college or university while the student was on active duty as a member of the U.S. Armed Forces.
5. Transfer credits will not be used in computing the Millersville cumulative grade point average except in determining graduation honors.
6. Students enrolled at Millersville who are in good standing may take a limited amount of course work at another university to be applied toward their Millersville degree. Permission must be obtained in advance on an Authorization for Transfer of Credit form which is available from the Registrar's Office.
7. Students who have received transfer credit for an equivalent course at Millersville but who take that course at Millersville will forfeit the transfer credit.