

# Transfer

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## Transfer of Credits

### University Policies

- No transfer credit shall be given for courses taken at another institution during a term in which a degree-seeking student is enrolled at Stetson, excluding summer term.
- For traditional undergraduate degrees, Stetson University accepts credits from institutions recognized by Institutional Accrediting Agencies approved by the U.S. Department of Education.
- Transfer credits are awarded only for courses 1) which are equivalent to a Stetson offering and 2) in which the student has earned a grade of C (not C-) or better.
- A maximum of 64 credits may be transferred from other institutions or awarded on the basis of college courses or examinations.
- Students with transfer credits must complete all University requirements for their degrees and must earn at least one half of the credits required in their major and minor (if applicable) in courses taken at Stetson.
- Depending on the specific Stetson University degree program, transfer credits may be used to fulfill requirements in General Education, electives, the major, or a minor. Transferred courses are converted at the rate of 0.25 unit for every credit hour toward the 32 units required for graduation (e.g., a 3-credit course transfers as 0.75 unit). A 0.75-unit transfer course may be used to satisfy a one-unit requirement, resulting in the student needing to complete an additional 0.25 units in general electives.
- Academic departments and Deans will determine whether credits are applicable for specific degree programs.
- Courses completed at the 100/200 level elsewhere may not be used to complete advanced requirements (300/400 level) at Stetson.
- Students who have completed their high school degrees through dual enrollment are considered "first time in college" students and are subject to those expectations.
- Students who are "first time in college" or transfer to Stetson with fewer than 24 credits must complete a First-Year Seminar.
- All students, regardless of transferred credits, must complete a Junior Seminar at Stetson.
- Up to two writing courses can be transferred to meet the Writing Requirement. Each student must complete at least four writing or writing enhanced (WE) courses to complete the University Writing Requirement. At least two of these courses must be from General Education. Based upon Admissions application information, students may be placed in ENGL 100; ENGL 100 will count toward the Writing requirement if completed with a minimum grade of C.
- Courses taken through Stetson's Study Abroad program are treated as if they were taken at Stetson; they are not counted as transfer courses. Credits and grades transfer and do impact GPA.
- Transfer rules apply to any Study Abroad course(s) taken through non-Stetson programs.
- A student desiring to transfer in more than 10 credits of summer school credit toward a degree at Stetson University in any year must have advance permission from the appropriate academic Dean.

- Students who first enter Stetson University with transfer or exemption credit will be granted one cultural credit for each five academic credits brought in at entry. No cultural credits will be granted for transfer credit earned after entry.

### College/School Policies

Beyond the University policies, each College or School has specific guidelines for transfer credit:

- *The College of Arts & Sciences* allows a maximum of 3 transferred courses (up to 12 credits) to be used for the 10-12 courses required for a major. This limit does not apply to courses listed as collateral requirements for the major. No more than 3 transferred courses (up to 12 credits) from a single discipline may be used to meet General Education requirements. To complete the Modern Language category in General Education, the student must successfully complete a language course at Stetson at the 102 or higher level.
- *The School of Business Administration* allows a maximum of 2 transferred courses (up to 8 credits) to be used to meet major requirements.
- *The School of Music* allows transfer credit for coursework required in the major (the music core or courses unique to a particular curriculum offered by the School of Music) based upon placement examination upon entry, portfolio review, and/or interview with the Dean of the School.

### Pre-College Credit and Transfer Policies

The Registrar of the University will, in consultation with the appropriate faculty, examine official transcripts from appropriately accredited institutions. The Registrar will also determine any allowable pre-college credit, including credit by AP, IB, AICE or other examination or through "dual enrollment," using guidelines published on the Registrar's webpage. A copy of the evaluation of credit eligible for transfer will be mailed to the student after admission to the University has been granted.

### Advanced Placement

Stetson University allows a maximum of 11.25 units (45 credits) to be awarded on the basis of approved pre-college Advanced Placement (<http://www.stetson.edu/administration/registrar/aice-ap-ib-credits.php>) examinations. Credit is not awarded in the same subject for two examinations (such as AP, IB and AICE).

### International Baccalaureate

Stetson University recognizes the achievement of students who have successfully completed rigorous pre-college courses through the International Baccalaureate Program (<http://www.stetson.edu/administration/registrar/aice-ap-ib-credits.php>). Students earning the IB Diploma with 30 or more total points will be granted sophomore status and guaranteed 7 course units or 28 academic credits determined on the basis of their IB scores. Students earning the IB Diploma with 24-29 points may earn course units for both Standard and Higher Level examinations with a score of 5 or higher. Students who have not earned the IB Diploma may earn course units for scores of 5 and above on individual Higher Level examinations. See our Registrar's page for specific credit allocations. In general, a score of 5 on a Higher Level exam earns 1 unit (4 credits); scores of 6 or 7 earn 2 units (8 credits) in some disciplines. Scores on individual Standard Level examinations, absent the IB Diploma, are not eligible for credit, but are

valuable to faculty advisors in determining appropriate placement in Stetson courses. Stetson allows a maximum of 11.25 units (45 credits) to be awarded on the basis of approved pre-college examinations. Credit is not awarded in the same subject for two examinations (such as AP, IB and AICE).

## Cambridge AICE

Stetson University recognizes the achievement of students who have successfully completed rigorous pre-college courses through the Cambridge Advanced International Certificate of Education (AICE) Diploma (<http://www.stetson.edu/administration/registrar/aice-ap-ib-credits.php>) program. Students earning an AICE Diploma with "Distinction" will be granted sophomore status and guaranteed 7 course units or 28 academic credits determined on the basis of their examination scores. Students earning the AICE Diploma with "Merit" may earn course units for both Advanced Subsidiary (AS) Level and Advanced (A) Level examinations with an AICE score of C or higher. See our Registrar's page for specific credit allocations. In general, a score of C on an Advanced Level exam earns 1 unit (4 credits); scores of B or A earn 2 units (8 credits) in some disciplines; and a score of C or higher on an Advanced Subsidiary Level exam earns 1 unit (4 credits). Students who take AS and A Level exams in the same subject area may only receive credit for a single exam. Students who have not earned the AICE Diploma at the level of "Merit" or "Distinction" may earn course units for scores of C and above on individual Advanced Level examinations. See our Registrar's page for specific credit allocations. Scores on individual Advanced Subsidiary Level examinations, absent the AICE awarding of "Merit" or "Distinction," are not eligible for credit, but are valuable to faculty advisors in determining appropriate placement in Stetson courses. Stetson welcomes students who have taken the "Global Perspectives and Research Report" (GPR) curriculum from Cambridge. The independence of thought, critical thinking, and research and inquiry skills that are developed in the GPR curriculum are highly valued components of a Stetson education. Credit will be awarded on an individual basis for the AICE score on the GPR report. Stetson allows a maximum of 11.25 units (45 credits) to be awarded on the basis of approved pre-college examinations. Credit is not awarded in the same subject for two examinations (such as AP, IB and AICE).

## CLEP

For matriculation in Stetson's core undergraduate programs, Stetson does not award credit for College Level Examination Program (CLEP) tests.

## Departmental Exemption Tests

Departmental exemption examinations are offered periodically in several basic areas, as are placement tests in modern languages. Information about these exemption tests may be obtained from departmental offices or Deans' offices.

## Articulation Agreements with Florida Community Colleges

Stetson University's academic programs are rigorous and challenging, requiring at least a "C" (2.0) average overall and in the major. The University General Education Requirements vary slightly by program and are detailed in the Stetson *Catalog*.

Students with an earned Associate of Arts degree from a Florida community college or state college may receive up to 64 credits at Stetson University from credits earned elsewhere. Stetson does not award credit for College Level Examination Program (CLEP). Transfer students entering Stetson with an A.A. will be required to take a Junior Seminar course and demonstrate essential competency for the Writing Requirement. In order to receive a diploma from Stetson University, all students must complete at least 50% of their coursework at Stetson University.