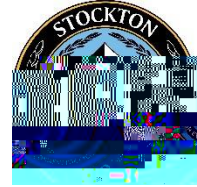


# STOCKTON UNIVERSITY



## PROCEDURE

### **Undergraduate Transfer Credit**

Procedure Administrator: Provost

Authority: N.J.S.A. 18A:64-8

Effective Date: January 17, 1977, November 2, 1977, June 23, 2010; July 8, 2014; May 24, 2018; August 10, 2023

Index Cross-References:

Procedure File Number: 2032

Approved By: Dr. Joe Bertolino, President

#### I. PURPOSE:

To provide guidelines and procedures related to the awarding of Stockton credit for past education and learning experiences.

#### II. PROCEDURE:

### **UNDERGRADUATE TRANSFER CREDIT PROCEDURES**

Transfer students must meet the same overall academic standards and requirements as students who enter Stockton as first-year students. Acceptance of credits in transfer does not guarantee that those credits will be applicable to the degree program chosen by the student. Once the transfer credits are reviewed, accepted, and applied to the student's record, the transfer credits will not be removed from the student's record. The Office of the Registrar, the Center for Academic Advising and the preceptor evaluate credits with regard to both acceptability and applicability. Only official transcripts, and official score reports shall be used for this review.

To be accepted in transfer, courses must have been taken at a regionally accredited institution, must have been completed within the last 20 years, must have been taken for a letter grade and the grade earned must be a C or higher (where the C grade has the numerical equivalent of at least 2.0 on a 4.0-point scale). Stockton University accepts the transfer of credits earned on the basis of course equivalency, which is the determination that a course taken at another college or university is comparable to a course offered by Stockton in terms of objectives, learning outcomes, and educational level. Non-equivalent courses may also be accepted and count as earned credits toward graduation.

All transfer courses must consist of college-level coursework and must be the substantial equivalent of a course offered at Stockton. Grades from transfer courses

are not used to calculate the Stockton grade-point average, only the course credits transfer. When a transfer course does not have the same credit value as its closest Stockton equivalent course, the course may still be used to fulfill a specific degree or program requirement. All aggregate credit requirements must be met. The University evaluates courses on a case-by-case basis.

A maximum of 96 credits per degree may be accepted in transfer from regionally accredited four-year colleges and universities. The Provost, or the Provost's designee, may authorize non-regionally accredited formal course work for transfer upon review of relevant transcripts and other supportive materials, and only with the positive written recommendation of the student's program chair and the school dean. Such credits, if granted, are only to be used for program requirements.

Stockton's academic programs may require additional alignment, accepting credits earned toward overall totals needed, but not necessarily for meeting specific graduation requirements. For this reason, courses such as professional education, practicums, internships, and fieldwork courses taken at other institutions may require additional review and evaluation. Some programs may specify a shorter time limit on the eligibility for transfer of certain courses.

### **Transfer from Two-Year Colleges**

Stockton generally regards the Associate in Applied Science (A.A.S.) degree as a terminal technical or professional degree and does not transfer it in its entirety unless Stockton offers the same program at the baccalaureate level or an articulation agreement outlines transferability. Instead, the credits are reviewed on a course-by-course basis.

### **Transfer of International Credits**

Credits from colleges and universities outside the United States must be equated to those at regionally accredited U.S. colleges and universities. It shall be the responsibility of the student applicant to furnish the University with an original certified copy of an evaluation of the international credits performed by World Educational Services, or an equivalent service approved by the Office of the Registrar. The acceptability of credits is governed by the same principles stated above.

### **Transfer to the Upper-Division Bachelor of Science in Nursing**

A maximum of 66 credits is allowed in transfer from a regionally accredited two-year college when the student has earned an associate degree and been accepted for matriculation in Stockton's upper division Bachelor of Science in Nursing program.

### **Transfer Credit after Matriculation**

Once a student has matriculated at Stockton, credits from other institutions will only be awarded if permission is granted prior to registration. Such permission must be approved by the student's assigned preceptor, degree program chair, the Center for Academic Advising and, in the case of international course work and service-learning opportunities, the Office of Global Engagement. Such permission will not be granted for any student who has lower than a 2.00 cumulative average at Stockton, for any student who proposes to take a course for which they have previously received a grade of lower than C at Stockton, for any student who has 96 earned credits, nor for any student who has 64 earned credits and proposes to take courses at a two-year institution. ~~Moreover~~, approvals to take courses elsewhere in the summer must be obtained prior to the opening of Stockton's Summer sessions. The policies governing acceptability of credits are the same as stated above and are ~~an~~ <sup>AMCID 2/La</sup>

## **International Baccalaureate Program**

The University awards transfer credits for examinations completed on the basis of course work taken in the International Baccalaureate (IB) Diploma Program. IB Diploma holders may receive up to 44 credits in transfer; those not holding the diploma may receive up to 40 credits, evaluated on a course-by-course basis. In no case will any student receive Stockton credit for examination grades of less than 5 (or essay grades of less than "C").

## **CREDITS BY EXAMINATION AND/OR EXPERIENCE**

### **Advanced Placement Program**

Through participation in the Advanced Placement program of the College Entrance Examination Board, a student may be awarded AP credits from high school. Variable credits will be granted at the first-year/sophomore level for each advanced placement examination for which a grade of 3 or higher is achieved. Exceptions are in Biology, Calculus and Chemistry, for which a grade of 4 or higher is required. The appropriate General Studies or program faculty determines the application of these credits to a specific University or program requirement and the Office of Student Records will update the student's record with the course equivalent. A listing of courses and their equivalencies is located on the Stockton website, keyword search "AP scores".

### **Stockton Credit-by-Examination Program**

See Procedure 2021.

## **STANDARDIZED COLLEGE-LEVEL EQUIVALENCY EXAMINATIONS College Level Examination Program (CLEP)**

acceptable for credit at Stockton, the student is urged to contact the Center for Academic Advising for assistance on all questions related to CLEP credits.

## APPEAL PROCESS

A student who wishes to appeal a decision regarding the acceptance of credits by examination and/or experience must file a written appeal to the Office of the Registrar within 30 days of receiving the decision in question. A decision will be provided to the student within 60 days of receipt of the appeal, and this decision is final. For students who appeal under the conditions of the State-Wide Agreement, the relevant community college will be informed of the nature of the appeal and the decision.

### Review History:

	Date
Procedure Administrator	06/28/2022
Deans	08/05/2022
Faculty Senate	05/19/2023
AA Leadership	08/19/2022
Divisional Executive	06/22/2023
General Counsel	07/06/2023
Cabinet	08/10/2023
President	08/10/2023