

Policy on Transfer of 300/400 Level Coursework (Revised)

Date Proposed:	February 25, 2016
Date Recommended by CAPC:	February 25, 2016
Date Approved by Provost:	April 6, 2016

Policy

Credit may be granted for equivalent courses completed in accredited institutions of higher education. Credit for work completed at an unaccredited institution may be granted on the recommendation of the student's major. (See also "Admission to West Chester" and the section on "Taking Courses Off Campus.")

Grades of D or above are accepted for transfer if the credit is for equivalent courses within the framework of general education requirements or free electives, provided the transferred course does not satisfy a major field requirement as well.

Grades in a course submitted for transfer as a major program requirement must be the same or higher than the minimum grade required by the department. For example, if a program requires that a student earn a B or better in a major program requirement, then the student requesting transferring credit from another institution must have earned a minimum of B in the parallel course. If a student earns a lower grade than the requirement, the department may require the course to be repeated at West Chester University.

If a student changes his or her major, grades originally approved for transfer will be re-evaluated by the new major department. *No course equivalency transfer credit will be given for WCU courses numbered at 400-level, unless the courses are taken at an institution that grants a baccalaureate degree. Departments have the right to accept courses for their majors as XXX 199 or TRN 199 credits.*

Transcripts will be evaluated by the Office of the Registrar prior to enrollment. Students will be sent a copy of the report.