

Transfer Credit

The student's Graduate Program Director is responsible for determining the applicability of transferred credits to graduate program requirements. See the appropriate "Degree Requirements" sections of this *Catalog* for program-specific policies. General rules governing transferred credit are:

1. To obtain approval to receive transfer credit, the student must submit an *Application for Transfer of Credit into a Graduate Degree Program* form (available online at graduateschool.uncc.edu/current-students/forms), approved by the graduate program coordinator, to the Graduate School. If the courses being transferred are from another institution, the student must include an **official** copy of the transcript along with the request, as well as valid course descriptions from that institution. **The University is not obligated to accept any courses for transfer credit.**
2. **No more than six semester hours of transfer credit will be considered for acceptance into a master's degree program.** The amount of transfer credit that may be accepted into a doctoral program varies by program. See program specific policies in this *Catalog*.
3. Undergraduate courses are not transferable for graduate credit.
4. Graduate courses that appear in the undergraduate section of a transcript are only transferable if the Registrar of the institution where the credit was received can verify in writing that the graduate courses in question were not counted toward the student's undergraduate degree requirements.
5. Courses which have been taken as part of any graduate program at UNC Charlotte or another institution for which the student has received a master's or doctorate degree are not transferable into a certificate program or a second master's degree program. The transferability of master's degree or doctoral coursework into a doctoral program varies by program. See program specific policies in this *Catalog*.
6. The grade in any course accepted for transferred credit must be A or B, as defined by UNC Charlotte (a 3.0 or above on a 0.0-4.0 grade point scale). **Coursework that has been graded on a Pass/No Credit or Satisfactory/Unsatisfactory basis will not be accepted for transfer.** In some cases, the Graduate School will allow completed thesis credit (graded on a Pass/No Credit scale) to be transferred into a doctoral program. It should be noted that, although the credit for a course may transfer, the grade will not be used to calculate the graduate GPA at UNC Charlotte.
7. Courses accepted for transfer are subject to the same time limitation as courses taken in residence.
8. To be considered for transfer credit, the courses must have been undertaken at a regionally accredited institution.
9. Courses taken at an accredited institution using the quarter system may be transferred but the quarter hours will be converted to semester hour credit.
10. Courses in which credit is accepted must be appropriate for approved University programs and curricula in which the student is enrolled.
11. Transfer credit is not awarded for non-degree seeking graduate students (i.e., post baccalaureate students).
12. Students may transfer the credits earned in a graduate certificate program toward a single degree that they pursue either in conjunction with the graduate certificate or after the certificate has been awarded. However, students may not transfer credits earned in one certificate program toward the satisfaction of requirements in a second certificate program.