

Undergraduate Transfer Credit Policy and Evaluation Procedure (as published in the IUP University Undergraduate Catalog)

Transfer applications are reviewed on the basis of academic college coursework attempted or completed. This coursework should be non-developmental and nontechnical in nature and be taken from an institution which is accredited by one of the six regional accrediting agencies. Transfers are required to have at least a cumulative 2.0 GPA on a 4.0 scale (C average) from all schools previously attended and to have met the minimum requirements established by the academic department to which the student is applying. Teacher education and nursing programs require increased standards for admission and additional information (Praxis I scores for education). Contact the Office of Admissions for specifics. In addition, the admissions decision considers other evidence of students' performance and ability to be a successful college student.

The evaluation of credits from other institutions of higher education is the responsibility of the Office of Admissions and the academic college dean who has jurisdiction over the student's desired major. Normally, courses considered for transfer are only those taken from institutions which are accredited by the six regional accrediting agencies. Each course is evaluated separately. The evaluation includes a review of the description, credits, and grade of each course along with the applicability of the course to the student's major at IUP. However, only credits transfer, not grade-point average. It has been the policy of the university that only courses with a grade of C or higher will be accepted, except for two-year associate degree graduates of state-supported community colleges in Pennsylvania. No matter how many credits are transferable, the student must satisfy all of the degree requirements falling into the categories of (1) university requirements, (2) college requirements, and (3) department requirements.

Graduate Transfer Credit Policy and Evaluation Procedure (as published in the IUP University Graduate Catalog)

Up to 6 credits of graduate work taken as a graduate student at another institution or up to 12 graduate credits through approved inter-institutional agreements may, with written approval, be incorporated as part of the graduate student's program at IUP. These courses must have been completed at a regionally accredited institution, within the past five years, and the grade earned must be a "B" or its equivalent or better. The time limitation rule and residency requirements (cited later in this catalog) pertain without modification to transfer credits.

Up to 12 graduate credits originally earned in one graduate program at IUP may be applied toward a different graduate program if: 1) the receiving department and 2) the School of Graduate Studies and Research both approve the credits as meeting degree requirements. These courses must have been completed within the past five years, and the grade earned must be a "B" or its equivalent or better. The combination of transfer credits earned at another institution and those earned at IUP may not exceed 12 credits.

To request the transfer of credits, the student provides the School of Graduate Studies and Research with a written request indicating the course to be considered for review. A catalog course description or course syllabus must accompany the request. An official graduate transcript showing the earned credits must be provided by the school at which the credits were taken. To be considered official, the transcript must arrive in a sealed envelope bearing the official seal of the issuing institution. The request is reviewed in the School of Graduate Studies and Research and the academic department. After a decision is rendered by the School of Graduate Studies and Research, the student's department and the student are notified of the transfer decision.

It is strongly recommended that students wishing to transfer credits from another institution while enrolled at IUP receive advance written authorization for credit acceptance from the School of Graduate Studies and Research and the academic department prior to enrolling in that course. The review process is as described in the preceding paragraph.

If credits earned at another institution are approved for transfer, only the credit, not the grade or accompanying quality points, will appear on the student's IUP transcript. Transfer credits are not posted to the student's IUP graduate record until the student has been admitted to degree candidacy. Credits earned at IUP that are approved for transfer to a second program will not be posted to the transcript a second time.