



## Transfer Credit Guidelines

Dominican College's criteria for evaluating transcripts presented by students seeking transfer admission are as follow:

1. The evaluation of transfer credits is conducted by the Office of Admissions from official documents received by the Office. Further evaluation maybe conducted by the faculty of the appropriate degree program/major.
2. A maximum of 70 credits may be accepted from a regionally or nationally accredited two-year institution and 90 credits from a regionally or nationally accredited four-year institution.
3. A minimum of 30 credits must be completed at the College. Credits based on assessment methods like CLEP examinations cannot be applied to this requirement.
4. A course may be transferred to the College if the student has earned a grade of "C" or higher for the course, and the content of the course is equivalent to a course offered at the College and/or is consistent with the educational and curricular goals of the College. An exception to the grade requirement may be made when the course constitutes part of a completed degree. In that case, the College may, at its discretion, consider acceptance of a limited number of credits from courses with lower grades.
5. The exact amount of semester credit hours is transferred. Quarter hour course credit is transferred after multiplying that credit by two-thirds (2/3).
6. College preparatory and remedial courses are not transferable.
7. The cumulative grade point average does not transfer.
8. The student is provided with a copy of the evaluation form upon which the credit hours received in transfer and their Dominican College equivalencies are stated. A copy is also provided to the appropriate academic program.
9. Each student is required to confer with his/her academic advisor so that the transfer credits and courses can be properly applied to their specific degree program/major. The advisor is responsible for determining which of the credits received in transfer are directly applicable to the student's degree program/major and the distribution of specific transfer credits. The actual number of courses/credits needed to complete a prescribed degree program/major, regardless of the total number of credits received in transfer, is directly related to this determination.
10. The initial transfer credit evaluation will be re-evaluated and appropriate changes made if the students changes his/her degree program/major.