

### ***CS 3.4.4 - Acceptance of Academic Credit***

The institution has a defined and published policy for evaluating, awarding, and accepting credit for transfer, experiential learning, advanced placement, and professional certificates that is consistent with its mission and ensures that course work and learning outcomes are at the collegiate level and comparable to the institution's own degree programs. The institution assumes responsibility for the academic quality of any course work or credit recorded on the institution's transcript. (See Commission policy "The Transfer or Transcribing of Academic Credit.")

### **Compliance Finding: In Compliance**

#### **Narrative:**

The University of South Carolina Beaufort (USC Beaufort) defines and publishes policies for evaluating, awarding, and accepting credit for transfer, military experience, and advanced placement that is consistent with its mission and ensures that course work and learning outcomes are at the collegiate level and comparable to the institution's own degree programs.

The University of South Carolina Beaufort is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award baccalaureate and associate degrees.

In all policies related to transfer credits, USC Beaufort follows the South Carolina state policies as set forth by the South Carolina Commission on Higher Education:

Statewide Agreement on Transfer and Articulation [\[i\]](#);  
Universally Transferable Courses [\[ii\]](#);  
The Transfer or Transcribing of Academic Credit [\[iii\]](#).

USC Beaufort applies the Statewide Articulation Agreement of courses already approved by the South Carolina Commission on Higher Education for determining transfer credits. In instances where an institution does not have synonymous courses to the ones on this list, comparable courses or course categories for acceptance of general education courses on the statewide list are identified [\[iv\]](#).

An explanation of USC Beaufort's transfer credit policies are printed in the USC Beaufort Bulletin [\[v\]](#). The definition of a transfer student is included in the USC Beaufort Bulletin. A transfer student is a person "who has graduated from high school, attended another regionally accredited postsecondary institution and attempted one or more courses, regardless of credit earned. If fewer than 30 semester hours (45 quarter hours) of college-level work has been attempted, the applicant must meet both transfer and freshman entrance requirements."

Transfer applicants for admission must submit:

- a completed application
- specified nonrefundable application fee

- complete official transcripts from postsecondary institutions through the time of application; these must be supplemented by final transcripts that reflect complete academic work prior to beginning classes
- complete high-school records including entrance exam results if less than 30 semester hours or 45 quarter hours of college-level work have been attempted in a regionally accredited college or University.

Transfer students are required to have a 2.0 cumulative GPA in all previous college-level course work. In addition, they must be in good standing and eligible to return to the institution last attended. Transcript Request Forms are available through the USC Beaufort Admissions Office or on line at [www.uscb.edu](http://www.uscb.edu). Students must request and submit official transcripts from each previous academic institution. (Hand delivered transcripts will be considered unofficial, unless the admissions office receives it in a sealed envelope from the institution) The applicant must submit transcripts of all previous college courses attempted whether or not credit was earned and regardless of whether the applicant wishes to transfer any credit. Failure to report all attempted college courses may constitute sufficient cause for later dismissal from USC Beaufort.

A transfer grade point average is calculated for the purpose of admission, using all credits attempted and grades earned at other institutions, with the exception of occupational, technical, or remedial courses. These credits and grades are included in calculating honors at graduation from USC Beaufort.

Programs and Departments within USC Beaufort have the right to consider all attempted college-level work in determining admission to particular programs and/or advancement into upper-division or professional level courses. As a general rule, credits earned in courses that fall in one or more of the following categories are not acceptable in transfer to campuses of the University of South Carolina System:

- courses that are occupational or technical in nature;
- courses that are essentially remedial in nature;
- courses from a two-year institution which are considered upper-division or upper-level at the University;
- courses from a two-year institution that are not listed as part of that institution's college parallel program.

Exceptions to this rule may be made only by the USC Beaufort Executive Vice Chancellor for Academic Affairs and only in specific cases where such courses are judged to be uniquely relevant to the student's degree program.

Transfer credit will not be accepted for courses the equivalent of which a student has been enrolled in previously at USC Beaufort, unless the academic work presented for transfer represents a minimum of a full year of resident work at the other institution. Similarly, a student cannot receive credit for a course taken at USC Beaufort if he/she has received transfer credit for an equivalent course previously taken at another institution.

USC Beaufort will not accept transfer credit for non-USC courses in which the student made a grade of D+ or lower.

Where articulation agreements do not apply and there is some doubt about the appropriateness of a transfer course for general education credit, a decision will be rendered by the Director of General Education.

Regardless of the point in an academic career at which students enter USC Beaufort, all must complete the final year (the last 30 semester hours before graduation) enrolled in classes at the USC Beaufort.

### **Evaluation of Transfer Credits**

Applicants for admission with advanced standing, having completed all admission procedures and requirements, will be given a statement of credits accepted by transfer to USC Beaufort. Applicability of those credits to a degree is determined by the department or major in which the student enrolls. The number of credits acceptable to USC Beaufort and the number which may apply toward a particular degree may differ.

Original records are required and evaluated for courses exempted at a previous college. Exemption credit or acceptance of transfer credit by another college has no bearing on the evaluation of transfer credit at USC Beaufort.

Applicants for admission with advanced standing from colleges and universities not accredited by a regional accrediting association will need to validate transfer credits. Details of the validation procedure vary and may be obtained from the Registrar's Office. Exceptions to this rule may be made only by the Executive Vice Chancellor for Academic Affairs and only in specific cases where such courses are judged to be uniquely relevant to the student's degree program.

A maximum of 76 semester hours may be transferred for degree credit from a junior college or two-year institution which is accredited by a regional association such as the Southern Association of Colleges and Schools. A maximum of 30 semester hours of credit by correspondence and credit awarded for educational experiences in the military may be applied toward meeting the requirements for a baccalaureate degree; 15 towards an associate's degree. The 30 semester hours of credit which may be awarded for educational experiences in the military should be in accordance with recommendations published by the American Council on Education and be consistent with USC Beaufort's policy on the transfer of credit but will only be applied to a degree program upon the approval of the Executive Vice Chancellor.

Veteran students may receive credit toward graduation for training received under many of the armed forces college training programs. University credit also may be given for specialized and technical training done under the auspices of the armed forces and for courses taken through the United States Armed Forces Institute/DANTES. This training may be accepted by USC Beaufort for credit only if it is at the college level, if it is approved by USC Beaufort, and if it is appropriate to the particular USC Beaufort course of study been accepted for admission; however, credentials should be submitted with the admission application. No credit is given for high-school or college-level GED tests. Information regarding educational benefits to veterans and the children of deceased or disabled veterans is in the Bulletin (p. 39). Additional information for veterans is available from the Office of Veteran Student Services, USC Beaufort.

A maximum of 30 semester hours of credit earned while classified as a non-degree special student in USC Beaufort may be applied toward meeting the requirements for a baccalaureate degree.

A student planning to pursue work at other institutions or through correspondence must complete this work before attaining senior classification (90 semester hours). Courses completed at any institution while the student is suspended by USC Beaufort will not be accepted toward a degree.

### **International Transfer Applicants**

International students who are applying for admission and have completed courses at post-secondary institutions are considered to be transfer students, and must meet the transfer student requirements for transfer admission. If the applicant has completed fewer than 30 semester hours of college-level work, he/she must meet both transfer and freshman entrance requirements. In addition to the application and fee, the international transfer student must submit:

- complete official transcripts of college-level courses through the time of application; these are to be supplemented by final transcripts to reflect complete academic work prior to beginning classes at USC Beaufort. Transfer students who have earned a degree or taken any courses in countries outside the US must have an official transcript evaluated by a professional evaluation service. This evaluation must be forwarded directly to the USC Beaufort Admissions Office from the evaluation service. Students will not be considered for admissions until this evaluation is received;
- TOEFL scores (550 on the standard or 213 on the computer-based version).
- If the applicant has attempted less than 30 semester hours of college level work, complete official high school records must also be submitted. The TOEFL requirement will be waived for a transfer student if the student has completed the equivalent of USC Beaufort's English 101 and 102 courses with a C or better at an accredited post-secondary institution in the US.

Transfer students who have earned a degree or taken any courses in countries outside the US must have an official transcript evaluated by a professional evaluation service. This evaluation must be forwarded directly to the USC Beaufort Admissions Office from the evaluation service. (A list of two professional Evaluation Services can be obtained from the USC Beaufort Admissions Office or found on the USC Beaufort Admissions webpage.) Students will not be considered for admission until this evaluation is received. Waiver of Foreign Language Requirement for Bilingual Speakers Students whose native language is other than English, and who have scored either 500 on the paper-based or 173 on the computer-based Test of English as a Foreign Language (TOEFL), are exempt, without credit, from USC Beaufort's language requirement.

English-speaking students who document or certify native or near-native proficiency in a language other than English are also exempt, without credit, from this requirement.

## **Supporting Documentation**

- [i](#) [SCCHE --Statewide Agreement On Transfer and Articulation](#)
- [ii](#) [SCCHE -- Universally Transferable Courses](#)
- [iii](#) [SCCHE -- Transfer or Transcribing of Academic Credit](#)
- [iv](#) [SCCHE -- Universally Transferable Courses](#)
- [v](#) [USC Beaufort Bulletin -- Transfer Credit policies](#)