



TRANSFER STUDENTS

Applicants who have attended other colleges or universities will be considered as transfer students. Transfer student applicants must have transcripts sent from all previously attended institutions regardless of whether or not credit was actually earned. The application process requires that students list all institutions attended. Failure to do so may result in denial of admission or subsequent cancellation of admission. Transfer students who have earned fewer than 24 semester hours of credit must also submit high school transcripts and ACT (or SAT) scores, and must meet admission standards which are applied to beginning freshmen.

Eligibility

To enroll at the University of North Alabama, a transfer student must be eligible to return to the last institution attended. Ineligibility to return to the last school attended for academic, disciplinary, financial, or other reasons will normally make the student ineligible for admission to UNA. Students transferring fewer than 24 hours of acceptable coursework must meet ACT (SAT) scores and high school core minima required of beginning freshmen. Transfer students who are on warning or probation at the last institution attended will continue to be on warning or probation at the University of North Alabama and will be subject to all regulations governing warning, probation, suspension, and dismissal. All transfer students are subject to UNA's Scholastic Standards. If these standards are not met, further academic action will be necessary.

Upper-Division Credit Requirement

Students transferring work from a junior or community college must earn a minimum of 64 semester hours from UNA and/or other senior institutions in addition to meeting UNA residence requirements.

Credit by Transfer

A student who has attended other institutions prior to transferring to the University of North Alabama must request each institution attended to submit an official transcript. When the student applies for admission and sends all final transcripts, the transcripts are evaluated for advanced standing credit. Copies of the evaluation are sent to the student and to the student's academic adviser. The initial evaluation becomes the basis for the awarding of transfer credit and is not subject to reevaluation thereafter except by reason of error. All transcripts sent to the Office of Admission become part of the student's permanent record. In accordance with the Family Rights and privacy Act of 1974, the transcripts may not be released to a third party. It is the policy of the University of North Alabama to award fair equivalent credit for work done at other accredited colleges and universities. In evaluating transfer work, the following policies are applied:

1. Credit is accepted only from institutions accredited by a regional accrediting agency.
2. No credit is awarded for courses which the University of North Alabama considers remedial, vocational/technical, or sectarian in nature. No credit will be transferred for cooperative education or other work experience.
3. Courses in which a grade of D has been earned will transfer only if the student's cumulative grade point average on transferable work from each institution is at least a 2.0. The grade point average from each institution is computed separately. Credits accepted from other institutions by reason of transfer, transient, correspondence, or extension will be for credit hours only provided an average of C or better is earned on each separate enrollment. Grades earned at other institutions will not affect the student's grade point average at UNA.
4. A course from a junior college will transfer as the equivalent of a UNA course only if the UNA course is lower division (100-200 level). Junior college courses similar to upper-division courses (300-400 level) will transfer as lower-division electives only. Students transferring credits from junior colleges must take a minimum of 64 semester hours from UNA or other senior institutions.
5. No courses in professional nursing or professional education can be accepted from a junior college or a nonaccredited senior institution because the accrediting agencies of the Colleges of Nursing and Allied Health and Education, respectively, prohibit their acceptance. Furthermore, no courses will be accepted from any other teacher education program without prior authorization through standard transient study arrangement.
6. The University operates on the semester system. Credits earned in quarter hours will be evaluated in terms of semester hours on the basis with one quarter hour equaling two-thirds of a semester hour; e.g., a five quarter hour course equals three and one-third semester hours.
7. Students who have received academic suspension and/or dismissal at other institutions will have this fact noted on their UNA records and will be treated as if the academic suspension and/or dismissal had been earned at UNA. Students transferring on warning or probation will have that warning or probation transferred and in effect during the first term at UNA. All UNA policies regarding suspension and dismissal will apply to those transferring warnings, probations, suspensions, or dismissals.

Credit from Transient Student Status

A student who wishes to enroll temporarily at another institution to take coursework for transfer of credit back to the University must secure advance approval from the dean of the college in which the course(s) is/are taught. In addition to the following regulations, the policies for transfer of courses taken while on transient status are the same as the transfer policies listed above:

1. No student on academic probation, academic warning, or conditional admission at the University of North Alabama may be approved for transient work. Students may not receive transient approval for courses failed in residence at UNA.
2. Inasmuch as the residence requirements for graduation stipulate that the last work done for the degree must be done at the University of North Alabama unless the work remaining is six hours or less, transient approval should be requested on the final courses needed for graduation only if the credit to be earned is six hours or less.
3. A student enrolled at UNA may not enroll concurrently in courses at another institution unless extreme extenuating circumstances exist and only when the courses are not being offered at UNA. Special advanced approval is required.
4. Transcripts of transient work to be applied toward meeting graduation requirements must be received by the Office of the Registrar within the next semester after credit is earned, and at least four weeks prior to the date of graduation.
5. Credit for the course(s) will be accepted in partial fulfillment of degree requirements provided a grade of C or better is earned.
6. Students who enroll elsewhere without receiving advanced approval for transient credit will be considered as transfer students upon returning to UNA. They must file a readmission application and submit transcripts for evaluation. Transfer credit may not be approved.