



## Ozarka College Transfer Policy

**Transfer Students.** Students who have *completed fewer than 24 semester hours* at a regionally accredited college or university will be admitted on the same basis as an entering freshman.

Students who have *completed 24 or more semester hours* at a regionally accredited college or university must submit the following:

1. A formal application for admission.
2. Official transcripts from all colleges attended.
3. Documentation (required by Arkansas statute) of immunization for measles, mumps and rubella  
1. (State Health Department required immunization be dated 1968 or later to be valid and including a measles booster.
4. Transferring Nursing students must submit a letter of good standing from their previous nursing program.
2. In the event that receipt of a student's transcripts is unavoidably delayed, a transfer student may be admitted provisionally pending receipt of the transcript, but the institution reserves the right to require immediate withdrawal if the previous record does not meet admission requirement.

Transfer students applying to some technical programs with limited enrollments may have to wait to be admitted until openings are available.

**Arkansas Course Transfer System (ACTS)** The Arkansas Course Transfer System (ACTS) contains information about the transferability of courses with Arkansas public colleges and universities. Students are guaranteed the transfer of applicable credits and the equitable treatment in the application of credits for the admissions and degree requirements. Course transferability is not guaranteed for courses listed in ACTS as "No Comparable Course."

Additionally, courses with a "D" frequently do not transfer and institutional policies may vary. ACTS may be accessed on the Internet by going to the ADHE website and selecting Course Transfer (<http://adhe.edu>).

**Transfer credits.** Before transfer credit can be applied toward any certificate or degree a Transfer Credit Evaluation must be completed. Transfer credits will be evaluated by the Office of the Registrar and added to the permanent record only for students enrolled as certificate/degree seeking students. Each department may determine credit as fulfillment of specific degree requirements. Course work earned at another college will be transferred to Ozarka College if the institution is regionally accredited. Grades for developmental courses may be used as prerequisites to college-level courses only and are not transferable credit. Only those courses with earned credit of "C" or better will be accepted for transfer. Credit earned at other institutions will not be calculated in grade points earned at Ozarka College. Transfer students may be asked to submit course descriptions in addition to official transcripts.