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Transfer Evaluations

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When a transfer student is fully accepted to Kennesaw State University, the [Office of Admissions](#) sends the student's folder to the Office of the Registrar for evaluation. Folders are evaluated in the order they are received and completed, normally, within 6-8 weeks. Once completed, an evaluation letter will be mailed to the student.

Transfer credit is granted based on the following criteria:

- KSU grants transfer credit for courses completed at regionally accredited institutions.
- Transfer credit is not awarded for Internships, Directed Studies, Practicums, Workshops, Orientation Classes, Seminar Classes, graduate-level courses and/or remedial courses.
- KSU does not allow credit for work experience or military experience.
- Courses will be assigned KSU course numbers if they are determined to be equivalent. Elective credit (1T00 - 4T99) will be assigned if a course can not be deemed an exact equivalent.
- For elective credit to substitute for KSU course, written approval from respective department chair or Dr. Ralph Rascati, Dean of Undergraduate and University Studies is required.
- Grades of "D" will be accepted if higher grades are transferred with which to average to a 2.00 GPA.
- A grade of "C" or higher must have been earned in Composition courses in order to receive transfer credit for ENGL 1101 & ENGL 1102.
- All Education, Computer Science, Nursing, Music and Art courses will be assigned elective numbers (1T00 - 4T99). See these departments to determine if these classes can be substituted for specific KSU courses.
- Students who have completed the General Education requirements at a University of Georgia System school will not have to meet KSU's general education requirements. After receiving your evaluation, please request a Core Evaluation in the Office of the Registrar to verify completion of these requirements.
- 1 Semester hour = 1.5 Quarter hours, KSU's policy is to round up to the nearest whole number.
- Fill out a "yellow" form in the Registrar's Office if courses are missing from your evaluation.
- In order to determine how transfer credit can be used in a particular program of study, please refer to the college catalog – the Common Core Curriculum requirements as well as the Program of Study requirements. If you have questions, please contact the advisement center for your major. Take a copy of this evaluation with you to Advisement/Orientation.
- Students who have previously earned a bachelor's degree from a regionally

accredited institution will be exempt from all general education requirements including the Physical Education requirement. Exemption from general education requirements does not waive prerequisite or legislative requirements. See the catalog for more information regarding Second Degrees.

- All students seeking a degree from a University System of Georgia School must complete the State of Georgia legislative requirements and the Georgia Regents' Testing Program. The legislative requirements may be satisfied by completion of POLS 1101 & HIST 2112 or the appropriate exemption exam(s) through the testing center. The Regents' Test is offered every term. Students register for the Regents' Test online through Owl Express. Once you login to Owl Express, click on Student Services & Financial Aid, then click on Registration, then click on Regents' Test Signup.

