

Franklin College - Transfer Policy

Transfer students who apply must submit a transfer application **online**, official transcript from each college or university attended, transfer student recommendation form, results of the SAT or ACT examination and the high school transcript. Please note there is a \$40 application fee, payable online, for all transfer applications. Admission decisions regarding transferring students are based upon the academic record at both the post-secondary institution and the secondary school. Students transferring to Franklin College must be in good standing both academically, socially and financially with their previous institution. Transfer students who intend to enroll at the college must submit a \$100 enrollment deposit to the Office of Admission, which is refundable prior to the 1st of May.

Franklin College Transfer Credit Evaluation Policy

Franklin College will accept undergraduate transfer course work, credits by examination, and other non-traditional credits presuming the following:

- Transfer courses were completed at a regionally accredited institution
- The coursework is substantively equivalent to Franklin College coursework
- Proper, timely documentation is provided in the form of official transcripts, test scores, or the equivalent
- The grade awarded is equivalent to C- (1.67 on 4.00 scale) or above, or test score is equivalent to the requirement as outlined in the College Catalog
- Students must complete at least 48 credit hours at Franklin College to be awarded a degree.
- Franklin College may award a maximum of 16 credit hours for documented armed forces credit.
- Franklin College may award a maximum of 16 credit hours for documented nontraditional training or courses.

Those students participating in an articulation agreement with Franklin College should refer to the guidelines of the specific agreement regarding transferability of credit hours and course equivalencies. Agreements are located in the Academic Records Office. For complete guidelines regarding transfer work, please consult the Academic Records Office.

International students are required to submit an application, international student supplement, all educational transcripts, financial records and evidence of all test results for various governmental examinations. International students are also required to take the Test of English as a Foreign Language (TOEFL) or successfully complete level 112 in an English Language Service (ELS) Center. The TOEFL is given at centers throughout the U.S. and abroad at various times of the year. A minimum score of 550 on the paper based TOEFL or 213 on the computer based TOEFL or 70 on the internet based TOEFL is required. An essay detailing why the student is applying to Franklin College is also required.

In addition to the secondary school transcripts, college transcripts for transfer students, and governmental tests for international students, are encouraged to take certain standardized tests. For freshmen and transfers, the students may take either the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board or the American College Test (ACT). These tests are recommended but not required. Results of these examinations may be sent directly to the college or the results may be submitted on an official high school transcript.