**ADVANCED STANDING CREDIT**

The University may grant Advanced Standing Credits as explained below. These credits, designated with "PT" on the transcript, carry no quality points. In general, the University awards transfer credit for courses completed at other accredited institutions, passed with a grade of "C" or above, (a C- is not acceptable) and having comparable content and classroom attendance to the course at Point Park University. The University will not grant credit for remedial, physical education or other analogous courses designated as non-transferable. Not all credit granted will apply toward the student's degree program and as such, will count as elective credits. Evaluation and acceptance of credits completed ten years or more prior to the transfer request is exceptional. The ultimate decision in such cases resides with the school dean.

Point Park University awards credit in semester hours. One credit is equivalent to 14 hours of class meeting time or equivalent instructional activities. Laboratories generally meet at least twice that amount of time per semester hour. The maximum number of credits the University will grant for work completed through any combination at two-year colleges, proprietary schools, or the first two years at a four-year college is 70 credits. The University may grant an additional 20 credits, bringing the total to 90, for courses completed at the 300 and 400 levels at four-year colleges and universities. Ninety-six credits may be accepted from the Pittsburgh Institute of Mortuary Sciences in the Capstone B.S. degree in Specialized Professional Studies in Funeral Services. All students must meet the residency requirements stated in the section on Graduation Requirements.

Students must submit official transcripts from each college or school attended and official records of test scores to the Office of Full-Time Admissions or the Office of Graduate and Adult Enrollment in order to receive Advanced Standing Credit. Applicants cannot expect to receive a final evaluation of credits until the Office of Full-Time Admissions or the Office of Graduate and Adult Enrollment has received the application for admission and all previous academic records. The applicant must ensure that the appropriate enrollment office has received these records. Transfer students may submit course descriptions and syllabi to assist in the course evaluation process. Because preliminary evaluations proceed as the transcripts arrive, students should begin the transfer process as early as possible to provide accurate information during registration. Final evaluations of transfer credits are conducted once official transcripts have been received from the institutions where the credits were originally earned.