

TRANSFER CREDIT REQUIREMENTS & LIMITATIONS

1. Credit can only be transferred from official transcripts mailed by the institution or sent by official electronic transfer. Credit will not be taken from faxed, copied, emailed or hand delivered transcripts.
2. Courses must have grades of "C-" or above to transfer. Courses which are graded under a pass-fail system are not accepted for transfer without official validation that the minimum passing grade is "C-" (Exception: Physical Activity courses can be transferred with a passing grade "P").
3. Grades (g.p.a.)for transfer courses are not used when determining a student's cumulative grade point average at Asbury University.
4. A maximum of 30 semester hours may be transferred for associate's degree(student must complete at least 30 semester hours at AU)
5. A maximum of 60 semester hours of transfer credit may be taken from all sources including two-year college or non-accredited institutions, AP, CLEP, CDC credit, military credit and institutional credit. (student must complete at least 64 semester hours at AU).
6. An additional 15 semester hours may transfer from an accredited 4 year institution for a maximum total of 75 semester hours of credit. (student must complete at least 49 semester hours at AU)
7. Asbury University grants non-institutional advance credit (AP, CLEP, IB, Military) only on the basis of original documentation and does not grant transfer credit for advanced placement or for institutional placement given by other colleges or universities.
8. Courses involving use of technology and equipment or those dependent on regulating agency requirements may not be transferred due to out of date content if taken more than five years prior to enrollment. They will be reviewed case by case.
9. After matriculation at Asbury University, students may not transfer more than 6 semester hours of independent study course work from another institution.
10. Asbury University will not accept transfer college credits taken more than two years prior to graduation from high school, unless student demonstrates continued education at college level.
11. In the case of transfer courses from a regionally unaccredited institution, the courses must match specific courses listed in the Asbury University Bulletin.
12. Students who have completed at least 12 semester hours at another institution after high school graduation are considered transfer students.

CURRENT STUDENTS TAKING CREDITS ELSEWHERE

Students currently enrolled and desiring to earn credits at another institution to apply toward graduation from Asbury University must receive approval from the Registrar at Asbury prior to enrolling. The University is not obliged to transfer courses for which prior approval has not been secured.

Credits Elsewhere Policies

1. Courses must be taken through a regionally accredited institution in the US.
2. The student must provide the name and city/state of other school, as well as specific course prefix, number and title for the other school's courses to have them reviewed for transfer.
3. The student must be eligible to register and continue at Asbury for a letter of good standing to be issued. A g.p.a. of 2.00 is recommended.
4. Hours taken elsewhere do not count towards full-time status at Asbury or for financial aid purposes. Financial aid can only be awarded from one institution in a semester.
5. The student must not have exceeded the limit for transfer credits (prior to and during enrollment at Asbury) which is 60.0 total credits combined from any two-year institutions, AP, CLEP, CDC credit, military credit and institutional credit. Students may receive an additional 15 credits from any four-year institutions making a maximum of 75.0 credits from all possible sources.
6. The maximum credits that can be taken elsewhere during a fall or spring semester is 3 credits for traditional undergraduates, 6 credits for APS undergraduates, and 12 credits during summer sessions for traditional undergraduate.
7. Permission to take courses elsewhere during regular fall/spring semesters will be limited for students who are full time at Asbury. Permission will not be granted to take an overload of courses (AU plus elsewhere) over 19 credit hours for traditional undergraduates for a fall or spring semester (21 credits for APS undergraduates).
8. For graduating seniors, only 9 hours of a student's final credits may be completed elsewhere after the commencement.
9. Departmental approval may be required to take upper level major/minor courses elsewhere. For an Asbury degree a student must complete 50% of their major/minor coursework at Asbury.
10. A course must have earned a letter grade of C- or better to transfer.
11. Courses are transferred for credit only; the grades will not be included in the g.p.a. at Asbury University.
12. Credits taken at a school under a quarter hour calendar transfer by a factor of 2/3 (0.667) when converted to semester hours.
13. The student is responsible to request a final transcript from the other school. An official transcript must be mailed directly to the Asbury University Registrar's Office. Hand-delivered transcripts are not accepted as official. Seniors cannot graduate until official transcripts for courses elsewhere have been received and processed.