

Policies for Transfer Students

A transfer student is defined as one entering Centenary from another institution of higher learning. Transfer students may enter Centenary at the start of Fall Semester (August) or Spring Semester (January). Candidates must be academically eligible to return to their previous institutions and must exhibit the ability to perform at a level required by a selective college like Centenary. The Admission Committee will consider the curriculum chosen, grade point average earned, and the competitive nature of the institution from which the student is transferring.

The application review timetable for transfer candidates differs from freshman deadlines. In most cases, Centenary uses a 'rolling' process for transfers, meaning that once an application for admission is complete, students are notified of their status within 3-4 weeks.

Fall Semester

Priority consideration for admission and financial aid will be given to transfer students applying prior to February 15. Applications received after this date will be reviewed, accepted, and packaged on a space and funds availability basis. Notification letters will be sent to applicants with complete files beginning on March 15. Students are encouraged to complete the FAFSA by February 15. Copies of this form can be obtained from the [Financial Aid Office](#) at the College. The application deadline date for fall semester is August 1.

Spring Semester

Applications are due no later than December 1 and students interested in need-based financial aid should be sure to have a copy of the FAFSA to Centenary by December 15. Notification is made on a 'rolling' basis.

Transfer Application Process

The Admissions Committee will only review a 'complete' transfer application, which consists of the following items:

1. A completed application ([printable](#) or [apply online](#));
2. An official high school transcript mailed directly from the high school that indicates graduation date;
3. An official college transcript mailed directly from each college attended;
4. A response to the application essay;
5. A copy of SAT I and/or ACT test results sent directly to Centenary, or scores reported on the official high school transcript (faxes and student copies are not official). This requirement may be waived if a student has more than 30 transferable hours or has reached his/her 25th birthday;
6. At least one letter of recommendation from a college professor or advisor, but additional sources are also welcomed to provide additional recommendations on the student's behalf.

The following policies will apply to all students entering Centenary as transfer applicants:

1. Credit is transferred only from accredited colleges and universities in which a grade of "C" or better (or a "P") has been earned, and only for courses in academic disciplines offered at Centenary. Some courses not regarded as college-level (such as remedial coursework) or consistent with the liberal arts tradition may not be transferred nor credited towards a degree. Grades from other institutions are not transferred,

and cumulative averages are calculated only on work done at Centenary except for the calculation of graduation honors and rank in graduation class;

2. Electronic and distance learning policy: If under the direct supervision of Centenary faculty, if the appropriate contact hours for faculty and student interaction are maintained, and if these courses are administered within the regular semester or module structure they will be treated as regular courses. These criteria will be applied to evaluate credit sought for distance learning from other colleges;
3. After earning sixty-four (64) transferable semester hours at a two-year post-secondary college, a student may not take additional work at a two-year college and have it apply toward a degree from Centenary;
4. A student must complete all college, major, and supportive requirements to obtain a Centenary degree;
5. A formal evaluation of transferable credit will not be made until all official transcripts or records for all college work attempted have been submitted, the student has been admitted, and has paid the necessary admission fees and enrollment deposit;
6. Transfer students who have completed an equivalent course to Centenary's English 101 will be exempt from having to take English 101. Transfer students will be required to take a First Year Experience course that contains a cultural perspective component.
7. Students seeking approval of transfer credit for those courses you are enrolled in or will be enrolled in prior to your semester of enrollment at Centenary may complete the [Approval of Transfer Course Equivalencies form](#). This document can be downloaded and faxed to the Admissions Office at 318.869.5005.