



Spalding University grants transfer credit for courses taken at a college or university that is accredited by one of the bodies listed below or by articulation agreements approved by the Provost:

- MSA/CHE: Middle States Association of Colleges and Schools, Commission on Higher Education
- NCA: North Central Association of Colleges and Schools, The Higher Learning Commission
- NEASC-CIHE: New England Association of Schools and Colleges, Commission on Institutions of Higher Education
- NEASC-CTCI: New England Association of Schools and Colleges, Commission on Technical and Career Institutions
- NWCCU: Northwest Commission on Colleges and Universities
- NY State Board of Regents: This agency is listed by the U.S. Secretary of Education for its registration (accreditation of collegiate degree-granting programs, of curriculums offered by institutions of higher education in the state of New York, and of credit bearing certificate and other diploma programs offered by degree-granting institutions of higher education.)
- SACS: Southern Association of Colleges and Schools, Commission on Colleges
- WASC-ACCJC: Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges

International Transcripts

International transcripts are evaluated by an outside agency that has experience with evaluating these types of transcripts. Spalding University currently uses World Education Services (WES) to evaluate any international transcripts. In order to have international transcripts evaluated, students must submit their official transcripts and translation, if needed, directly to WES along with payment. It is the student's responsibility to pay for this evaluation. WES will, in turn, submit a final evaluation directly to Spalding with recommendations of what credit should be awarded. This evaluation is broken down by subject area and number of credit hours. Upon receiving the official WES evaluation, Spalding University will accept transfer credits for any credit that appears to be comparable to the Spalding University curriculum.

Declaration of Previous College Attendance

Applicants must declare all previous college attendance. Applicants who fail to disclose previous college attendance on the application for admission and/or fail to submit transcripts are subject to denial or cancellation of admission or dismissal from the University.

Transfer Credit Restrictions

Transfer students are required to submit official transcripts from all higher education institutions they have attended.

- Transfer credit will not be awarded for courses below 100-level.
- Transfer credit will only be awarded once per course.

- Transfer credit will be awarded for courses only in which students have earned grades of C or higher (or a grade of P for Pass/Fail).
- Transfer credit will not be awarded for work completed during a term or semester when academic bankruptcy was filed.
- For institutions on the quarter system, credit will be awarded for two-thirds of the credit earned at a student's previous institution.

As of August 1, 2003, transfer credits accepted at Spalding University will not affect grade-point averages. The transfer credits will be accepted as credit only and a student's previous grade received will not be listed on any Spalding University transcript.

Determination of Course Equivalencies

Initial transfer credit equivalencies are determined by the Transcript Analyst based on prior transfer of a course, articulation agreements, and comparison of course titles/descriptions:

- Transfer credit will be awarded to similar courses based on course numbers from the Spalding University catalog at the time the evaluation is conducted.
- Transfer credit will be awarded to courses not in the current Spalding University curriculum as general elective credit.
- Discipline chairs may be consulted to determine course equivalency.
- The Registrar makes the final determination on transfer credit equivalencies.

Transfer Credits Limitations

To graduate

- students must earn at least one-half or a minimum of 28 of the credit hours required in their major field(s) and, if applicable, their minor field(s) at Spalding University.
- students must earn at least 25 percent of the credit hours required for the degree through instruction offered by Spalding University unless otherwise stated.

For baccalaureate degrees requiring 125 hours, the minimum number of hours that must be completed at Spalding is 32. For associate degrees requiring 62 hours, the minimum number of hours that must be completed at Spalding is 16. Individual academic units may place additional restrictions on the total number of transfer credits that can be used to fulfill major requirements.

Transfer credits not allowed to fulfill pre-requisite or major requirements will remain on the student's transcript. Students who change majors must meet all of the requirements of the new major.

Credit is not awarded for experiential learning unless validated through credit by examination such as CLEP or DSST.

Recency Restrictions

Recency restrictions of transfer credit by major are as follows:

Accounting Majors - No credit more than 10 years old from the date the student declares the major will be allowed to fulfill the requirement for ACC 315 Taxation Theory and Practice or ACC 320 Auditing and Systems.

Communication Majors - No credit more than 10 years old from the date the student declares the major will be allowed to fulfill the requirement for COM 201 Effective Speaking.

Education Majors - No credits more than 7 years old from the date the student is accepted into the program will be allowed to fulfill the major requirements. Education technology credits more than 5 years old from the date the student is accepted into the program will not be allowed to fulfill the major requirements. A maximum of 9 hours of Education transfer credits will be allowed to fulfill major requirements if a student has not been officially admitted to a teacher preparation program at another institution. If a student has been admitted to a teacher preparation program at another institution, a maximum of 26 hours of Education transfer credits will be allowed to fulfill the major requirements. No transfer credits are allowed to fulfill Student Teaching or the Capstone course.

Natural Science majors - No credit more than 10 years old from the date the student declares the major will be allowed to fulfill the major requirements.

Nursing majors - No credits more than 10 years old from the date the student is accepted into the program will be allowed to fulfill the following pre-requisites and major requirements for the program: BIO 261, BIO 262, BIO 263, BIO 264, BIO 256, BIO 257, and BIO 301; and NURS 306 and NURS 316 for second-degree applicants. A maximum of 12 nursing transfer credit hours will be allowed to fulfill the major requirements with approval from the School of Nursing chair.

Occupational Therapy majors - A maximum of 6 transfer credit hours of Occupational Therapy will be allowed to fulfill the major requirements for the Bachelor of Science in Health Science with approval from the Auerbach School of Occupational Therapy chair.

Psychology majors - No credit more than 10 years old from the date the student is accepted into the program will be allowed to fulfill the major or minor requirements in Psychology.