

## **Transfer Credit Calculation and Evaluation**

All undergraduate transfer coursework for new, continuing and returning students is processed by the Office of Admission.

1. For a timely evaluation, all credentials should be sent directly to the Office of Admission not later than three weeks prior to the opening of the term or semester for which the applicant is seeking admission.
2. Former course work taken at other universities will be translated into Texas A&M-Kingsville equivalents based on whether it is equal in character and content.
3. If you have completed the Texas General Education Core Curriculum at a previous institution, and it is clearly indicated on the official transcript from that institution, you will be brought in as "Core Complete" at Texas A&M-Kingsville.
4. Even though general credit may be granted, not all course work will necessarily be used for graduation requirements in degree plans.
5. The university permits students to transfer lower division (freshman and sophomore) courses from a community college as long as the work fulfills their particular degree requirements. No work taken at a community college can be transferred as an upper-division (junior or senior) level course.
6. Transfer course work grade point average is brought in as CREDIT ONLY. Transfer grades cannot be used to raise the grade point average at this university.
7. Transfer credit is not granted from unofficial transcripts. If your admission was granted using an unofficial transcript, please arrange for your previous school(s) to send an official transcript directly to the Office of Admission as soon as possible.
8. Work brought in after the initial enrollment will not be used to duplicate previously completed Texas A&M-Kingsville courses.