

# TRANSFER OF CREDITS POLICIES

**South**University<sup>SM</sup>  
Established 1899

## **TRANSFERABILITY OF CREDITS TO OTHER COLLEGES**

South University is accredited by an accrediting agency recognized by the United States Department of Education. However the fact that a school is licensed and accredited is not necessarily an indication that credits earned at that school will be accepted by another school. In the U.S. higher education system, transferability of credit is determined by the receiving institution taking into account such factors as course content, grades, accreditation and licensing. For this reason South University does not imply, promise, or guarantee that credits earned at South University will be accepted by another college or university.

Students planning to transfer to other colleges or universities are responsible for consulting with the registrar at those institutions as early as possible concerning the acceptance of credits earned at South University.

### **Specialized Program Admission**

Enrollment in the Anesthesiologist Assistant, Nursing, Pharmacy and Physician Assistant programs is limited; therefore, to be considered for selection, applicants must meet the minimum criteria as detailed in the individual application packets for these programs.

Students wishing to enter a program in the College of Health Professions or the School of Pharmacy should be aware that a prior felony conviction may restrict an individual's ability to obtain professional licensure or certification.

Acceptance into a South University program or its completion does not imply or guarantee that a student will be able to obtain such licensure or certification.

### **College of Arts and Sciences**

Procedure for Admission

#### **Master of Science in Criminal Justice Program (Online Degree Program)**

In addition to the general requirements of the University, specific requirements for admission to classified graduate status are:

- A bachelor's degree from an accredited college or university.
- Completion of application for admission and submission of application fee (\$50),
- A 2.7 overall grade point average or higher on completed requirements for the baccalaureate degree, or, GRE minimum test scores, 450 verbal, 450 quantitative, and 3.5-4.0 analytical, or Millers Analogies Test (MAT): achieve a minimum overall scaled score of 402.

### **Transfer of Credit**

The majority of credits toward any graduate or post-graduate degree program must be earned at South University. Credit for transfer work will be given if the courses were taken at an accredited collegiate institution, the course is equivalent to courses offered at South University, and the course carries a grade of "B" or better. All transfer credit will be reviewed and approved by the Dean, College of Business, and the Department Chair of the respective academic department. Students may transfer up to three courses.

## College of Business

### Procedure for Admission

**Master of Business Administration, Accelerated Master of Business Administration, Master of Business Administration/Healthcare Administration and Master of Science in Leadership Admissions criteria for the MBA and MBA/ HCA, degree programs are:**

- Completion of application for admission and submission of application fee (\$50),
- Completion of an undergraduate degree from an accredited institution with a GPA of 2.7 or better on a 4.0 scale, or, completion of an undergraduate degree from an accredited institution with a minimum combined GMAT score at or above the 50 percentile.

### Transfer of Credit

The majority of credits toward any graduate or post-graduate degree program must be earned at South University. Credit for transfer work will be given if the courses were taken at an accredited collegiate institution, the course is equivalent to courses offered at South University, and the course carries a grade of "B" or better. All transfer credit will be reviewed and approved by the Dean, College of Business, and the Department Chair of the respective academic department. For the MBA and MBA/HCA, only the Fundamental courses may be transferred (MBA 5001, MBA 5002, and/or MBA 5003). Maximum number of classes to transfer is three courses or 12 quarter hours.

Credits earned at any South University campus will be accepted at all campuses. These credits will not be considered transfer credit; they will be included as credits earned at South University. If a campus should close a program in any state, students in good standing will be accepted at any South University campus having the same or a similar authorized degree program. The credits earned in the students' original degree program will be applied to the degree program at the new location.

### Procedure for Admission

#### **Master of Public Administration Admissions criteria for the Master of Public**

**Administration program** are consistent with those required in other master's degree-level programs within the College of Business at South University. As the admissions process also takes into consideration the characteristics deemed essential to becoming a professional within the governmental and non-profit sector, material is also required which will enable a determination to be made of the applicant's personal integrity, maturity, interpersonal skills, and ability to communicate effectively.

The criteria used in determining admission to the graduate program include:

1. Completion of a bachelor's degree from an accredited institution.
2. A cumulative grade point average of at least 2.70 (on a scale of 4.0) for the last 60 hours of coursework (including relevant graduate work).

#### Exceptions to the Minimum GPA

Applications with grade point averages lower than the stated program minimum may be considered for admission with significant evidence of academic and professional potential demonstrated by the career and/or personal accomplishments indicated in the personal statement of academic and professional goals, the career resume, academic or professional letters of recommendation, and GRE Scores. Although GRE scores are optional, submission of scores may improve an applicant's application. Exceptions must be recommended by the department chair or program director. Students admitted on an exception basis will be admitted as regular students on a probationary status for the first quarter of enrollment. In order to remain enrolled after the first quarter, the student must achieve a GPA of at least 3.0.

3. Applicants for whom English is a Second Language (ESL) must submit a minimum paper-based TOEFL score of 600 or the electronic- based score of 250 to be considered for the program.
4. Completion of an application for admission and submission of a \$50 application fee.
5. Submission (within 12 weeks of class start dates) of official transcripts from all postsecondary institutions attended.

Once all required admissions documents and information are submitted, the criteria will be reviewed and evaluated. Applicants will be notified regarding acceptance within two to three weeks of review and evaluation.

Applicants should review the published general graduate requirements listed in the South University catalog. Students who are citizens of countries other than the United States should also refer to the section in the South University catalog entitled Admission of International Students.

### **Transfer of Credit**

Students may transfer a total of 12 credit hours into the Master of Public Administration program. The specific courses for which transfer credit is available are MPA5001 Foundations of Public Administration, MPA5005 Public and Non-profit Organizational Behavior, and MBA6501 Strategic Human Resources Management. The evaluation of transfer of credit follows South University's applicable policies and procedures that pertain to accredited institutions.

#### Credit for Transfer Work

### **Acceptance of Transfer Credit**

Credit for transfer work will be given if the courses were taken at an accredited collegiate institution, the course was equivalent to courses offered at South University or compatible with South University's distribution requirements, and the course carries a grade of C or better. (A grade of C from colleges that award + and – grades is not transferable) However, coursework will be evaluated for its current relevance and may not transfer if the material in the coursework is outdated. University credit will not be given for developmental courses such as basic mathematics or English. Students should consult with the registrar about questions related to acceptance of transfer credit. Credits earned at an accredited technical college may not transfer unless the credit earned is equivalent to courses offered in degree programs including the associate's degree.

Acceptance of credits earned at other institutions and/or through examination is limited to 60% of the total hours required for an undergraduate degree. No more than half the major area course requirements can be earned through transfer and/or exemption credit.

The University reserves the right to reject any or all credits from other institutions, regardless of their accreditation status, when it determines through investigation or otherwise that the quality of instruction at such institutions is for any reason deficient or unsatisfactory. The judgment of the University on this question shall be final. The University reserves the right to disallow transfer credit for courses if the student's subsequent grades in required courses in the same subject fall below average.

Credits earned at any South University campus will be accepted at all campuses. These credits will not be considered transfer credit; they will be included as credits earned at South University. If a campus should close a program in any state, students in good standing will be accepted at any South University campus having the same or a similar authorized degree program. The credits earned in the students' original degree program will be applied to the degree program at the new location.

### **Acceptance of Graduate Transfer Credit**

Transfer credit may be allowed in some graduate or post baccalaureate degree programs at the discretion of the College Dean or Department Chair. However, the majority of credits toward any graduate or post baccalaureate degree program must be earned at South University.