

Transfer Credit

When a student brings credits from other institutions, these credits will be noted with a grade of "TC" (Transfer Credits). Transfer credits ("TC") are included in the calculation of the maximum allowable credits and completion rate requirements as credits attempted and credits earned for SAP calculation. Since these courses will not carry grades, they will have no effect on GPA calculations. The student's new normal program length will be shortened to reflect the transfer courses and the Maximum Time Frame will be recalculated. Transfer credits may impact the student's ability to maintain full time course load. International students should refer to the course load policy available in the catalog.

A transfer student must complete at least 50% of the credit hours required by their program of study at FXUA. For example, a transfer student in FXUA's graduate degree program would have to complete at least 18 of the required 36 credit hours at FXUA. This means that prior to enrollment, a graduate degree student may transfer up to 18 semester graduate credits from other accredited institutions and apply them towards a graduate degree program at FXUA at the discretion of the institution. A graduate level certificate student may transfer up to 9 semester credit hours of graduate credit hours from other accredited institutions and apply them towards a graduate level certificate program. A minimum of a 3.00 grade point average ("B") out of 4.00 must have been earned on all graduate level transferable credit hours. An undergraduate degree student may transfer up to 60 semester credit hours from other accredited institutions and apply them to their program. A minimum of a 2.00 grade point average ("C") out of 4.00 must have been earned on all undergraduate level transferable credit hours.

Transferable credit is considered upon the request of the student at the time of initial registration. Graduate students who want to apply courses taken at another college/university toward their FXUA graduate degree must understand that the following criteria must be met in order to be considered for transfer of credit:

- a. Courses are from an accredited institution recognized by the US Department of Education, the Council on Higher Education Accreditation, or, for foreign institutions, the government or appropriately recognized organization accreditation;
- b. Courses are equivalent to FXUA courses;
- c. Courses consist of at least 3 credit hours;
- d. Course grades are B or higher;
- e. Courses do not duplicate;
- f. Course descriptions, syllabi or course catalogs are submitted along with the transfer of credit request;
- g. Any student looking to obtain transfer credit from an institution located outside of the United States will need to obtain a detailed course-by-course evaluation from an endorsed/approved member of National Association of Credential Evaluation Services (NACES) - www.naces.org; or a member of the Association of International Credentials Evaluators (AICE) – www.aice-eval.org ; and
- h. For joint/dual degree program mapping purposes, transfer credits will be evaluated and approved by program directors/chairs based on above criteria.
- i. The maximum number of transferable credits is 18 credits for the Master's degree programs and 9 credits for the graduate certificate programs.

Undergraduate students who want to apply courses taken at another college/university toward their FXUA undergraduate degree must understand that the following criteria must be met in order to transfer their credits:

- a. Courses are from an accredited institution recognized by the US Department of Education, the Council on Higher Education Accreditation, or, for foreign institutions, the government or appropriately recognized organization accreditation;
- b. Courses are equivalent to FXUA courses;
- c. Courses consist of at least 3 credit hours;
- d. Course grades are C or higher;
- e. Courses do not duplicate;
- f. Course descriptions, syllabi or course catalogs are submitted along with the transfer of credit request;
- f. Any student looking to obtain transfer credit from an institution located outside of the United States will need to obtain a detailed course-by-course evaluation from an endorsed/approved member of National Association of Credential Evaluation Services (NACES) - www.naces.org; or a member of the Association of International Credentials Evaluators (AICE) – www.aice-eval.org ; and
- h. For joint/dual degree program mapping purposes, transfer credits will be evaluated and approved by program directors/chairs based on above criteria.
- i. The maximum number of transferable credits is 60 credits for the Bachelor's degree programs.

FXUA does not offer or accept transfer credits for credits based on life experience, or prior work experience. FXUA may accept transfer credits for credits based on active professional certifications that are offered in our programs.