

UNIVERSITY OF WISCONSIN – SUPERIOR

Policy Subject: **Transfer Credit-Graduate Students (number AP1115 G)**
Cabinet Division: **Graduate Studies/Registrar's Office (Enrollment Management)**
Date Revised: 4/15/11 (approved by Graduate Council)

I. Background and Purpose

- 1.1 Presently Graduate students are allowed to transfer in up to 15 credits toward their master's degree. Graduate faculty believe this is too high a percentage of the entire number of credits required for a master's degree.

II. Constraints

- 2.1 None

III. Definitions

- 3.1 see below

IV. Policy Statements

- 4.1 An admitted Graduate student may transfer up to 9 credits, appropriate for the degree/major enrolled in, from other institutions regionally accredited to offer graduate programs.
- 4.2 No credit below a grade of B will transfer.
- 4.3 No credit will be allowed for graduate work completed more than ten years before the expected degree date, or work used to complete another degree.
- 4.4 Graduate students who wish to transfer credit from another accredited institution must:
 - 4.4.1 Have an official transcript sent to the Graduate Studies Office.
 - 4.4.2 Complete a Transfer Credit Request form.
 - 4.4.3 Each course transferred must have approval of the graduate student's faculty advisor and department.
- 4.5 Each course accepted as transfer will be recorded on the student's official graduate transcript by the Graduate Studies Office.
- 4.6 Transfer Credit Request forms are available in the Graduate Studies Office or via Graduate website.

V. Policy Procedures

- 5.1 See above

VI. Compliance

- 6.1 Approved by Graduate Council (4/15/11)
- 6.2 No consequences
- 6.3 No Required Reporting

VII. Attachments

- 7.1 none