

Purpose

To define the process by which matriculated students may transfer credit from institutions other than PA College.

Scope

This policy pertains to all matriculated PA College students.

Definition

Matriculated Student: A matriculated student is a student who is active in a degree-granting program or certificate. The start date of the first term in which the student is active in the respective program is the student's date of matriculation.

Policy Detail

Prior to registering for a course at an institution other than PA College, students must complete the [Request to Accept Credit from Another Institution Form](#) in order to assure compliance with the proper method for having the course approved and the credits accepted.

1. Matriculated undergraduate students may transfer up to six (6) total credits:
 - A. Three (3) credits of 100 and 200-level courses
 - B. Three (3) credits of 300 and 400-level courses

* Note: PA College waives the total transfer credit amount of science credits for students enrolled in the BSHS Health Promotion & Patient Care concentration

This is in addition to credits earned by alternative methods. Refer to [Policy 1.0.3 Alternative Credit Acceptance and Course Challenge](#) for additional information.

2. Matriculated graduate students may transfer up to three (3) credits from other institutions for graduate division courses (500-level courses or above). The course must be offered at a regionally accredited institution to be considered for transfer. The Program Director will review the proposed course for currency and alignment with graduate program courses and approve or deny the request.
3. Students who have taken a course at PA College and earned a grade less than that which is required, including a grade of "W" or "EW", must repeat the course at PA College.

References:

[Policy 1.0.3 Alternative Credit Acceptance and Course Challenge](#)
[Request to Accept Credit from Another Institution Form](#)

Audience:	Students, Advisors
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Pennsylvania College of Health Sciences
ACADEMIC POLICY STATEMENT

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Policy 1.0.2

Transfer Credit for Matriculated Students

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