

TRANSFER OF CREDIT POLICY

Transfer of credit is the responsibility of the Registrar. Any student planning to study at another institution in the United States or elsewhere should initially check with the Registrar on policies and procedures. Forms to initiate the transfer of credit process and to apply for credit to be applied toward the general education or major requirements are available in the Office of the Registrar and online at <http://www.goucher.edu/x1893.xml>.

Transfer Credit for Courses Completed at Other Institutions of Higher Education

Credits for courses completed at regionally accredited two and four year institutions or courses completed at foreign institutions accredited by the respective Ministry of Education with a grade of C (2.0) or higher may be transferred into Goucher, provided that these courses are in subjects generally recognized as appropriate for liberal arts colleges and are either comparable to courses offered at Goucher College or are applicable to a degree program at Goucher College. Courses taken as of summer 2010 and later, may transfer into Goucher College if a grade of C- or better was earned. Such credits must be evaluated and approved for transfer credit by the appropriate department head and the Registrar.

Credit accepted for transfer to Goucher does not automatically apply toward the general education requirements or the major but must be evaluated by the Registrar and Department Chair for approval.

Up to 60 transfer credits will be accepted by Goucher. Credits in excess of 60 may count toward the general education requirements and requirements in the major, but a minimum of 60 Goucher credits must be earned for the student to be degree-eligible. No more than 15 of the 60 transfer credits may be from winter intersession or summer courses. Distance learning courses are not accepted for transfer. No credit is given for academic courses with pass/fail or satisfactory/unsatisfactory grades unless the grade is defined on the transcript or the course catalog as "C" or better. If the course was taken as of summer 2010 or later, the course may transfer into Goucher College if the grade is defined as "C-" or better.

Grades for transfer courses are NOT averaged into the student's grade-point average.

Requests for Transfer Credit – First Year Students

In order to receive credit for college courses completed prior to graduation from high school or during the summer following high school graduation, first-year students must submit a course description and/or syllabus and an official college transcript to the Admissions Office. Only courses with a grade of C or better and courses not used to complete high school requirements will be considered for transfer. If the course was taken in the summer 2010 or later, a grade of C- or better will be considered for transfer. These courses are often prerequisites for work first-year students plan to undertake in their first term, so it is important that students send the records as soon as possible. Courses in English composition and language will be accepted based on Goucher placement test results. Grades for these courses are not averaged into the GPA but the

credits count toward the 120 credits required for graduation. The maximum number of credits accepted for transfer is 60. Courses must have been taught on the college campus or satellite campuses by a regular member of the college faculty.

Advanced Standing Credit

Credit is awarded for advanced placement (AP) scores of 4 or 5 and International Baccalaureate (IB) scores of 5, 6, and 7, primarily at the high level. Students must submit official copies of Advanced Placement or IB scores for placement consideration. French Baccalaureate credits are also accepted. Students must present to the Registrar's Office their original certificate (Diplome de Baccalaureate) and examination results. The Registrar's Office will make one copy of the original certificates for its official record and the student will keep the original.

Credit for Service in the Military

Students who have completed two years of active service in the armed forces are, upon completion of all other credits required for a degree, given credit for the physical education requirement of the Goucher degree; students who have completed six months of active service are given credit for one term toward the physical education requirement for a degree.

Summer School and Winter Intersession Credit

Students who have completed academic work at Goucher and wish to receive degree credit for summer or winter intersession courses taken subsequently at other regionally accredited institutions must receive approval from the Registrar and department offering the corresponding course work at Goucher.

A maximum of 15 credits of summer or winter intersession courses may be transferred into Goucher.