

Transfer Course Credit - Undergraduate

Undergraduate Transfer Credit Policy

Marquette University welcomes transfer students to its community and recognizes the unique contribution transfer students bring to Marquette. Our academic programs are grounded in the Jesuit tradition of inclusiveness and we know you will experience a transformational education during your degree completion at Marquette University.

Marquette University endorses the *Joint Statement on the Transfer and Award of Credit* developed in 2001 by the American Association of Collegiate Registrars and Admissions Officers (AACRAO), the American Council on Education (ACE) and the Council for Higher Education Accreditation (CHEA). The joint statement from these national associations seeks to establish fair and equitable transfer practices that recognize multiple sources for learning and alternative methods of assessment when determining credit awarded to transfer students.

Following is Marquette's transfer policy, outlining the opportunities for transfer of courses/credit to Marquette.

1. The evaluation of education and training does not guarantee credit is awarded. In the evaluation process, consideration is given to the applicability of the education and training to Marquette undergraduate programs as well as the documented breadth, depth and rigor of the learning objectives and experience. Faculty in the disciplinary area most closely related to the education and training are the final authority on the awarding of credit.
2. Institutions from which transfer courses/credit may be accepted by Marquette:
 - a. Institutions, including affiliates designated to deliver the course work of an accredited institution, that are fully accredited by any of the following:
 - Higher Learning Commission (HLC)
 - Middle States Commission on Higher Education (MSCHE)
 - New England Association of Schools and Colleges (NEASC)
 - Northwest Commission on Colleges and Universities (NWCCU)
 - Southern Association of Colleges and Schools (SACS)
 - Western Association of Schools and Colleges (WASC)
 - An accrediting organization recognized by the Council for Higher Education Accreditation (CHEA)
 - b. Tertiary-level international institutions that are formally recognized by that country's ministry of education or its equivalent.
3. Types of education and training that are evaluated for transfer credit:
 - a. College-level courses, regardless of the mode of delivery, that have been taught by a qualified faculty member from an accredited institution of higher education, as described above.
 - b. Credit earned through Credit by Examination at another college or university.
 - c. Credit for military training and education provided by the armed services.
 - Evaluated in accordance with the recommendations of the American Council on Education (ACE).
 - Service members may qualify for military transfer credit up to the overall university transfer credit limit and must submit an official copy of their military record for evaluation.
4. Types of courses that are not evaluated for transfer credit:
 - a. Developmental/Remedial/Non-college level courses.
 - For example: pre-college level courses in English, math, writing.
 - b. Major-specific courses taken more than 10 years prior to matriculation

Note: some courses, including major-specific courses and their prerequisites may have a shorter sunset period in some colleges.
5. Grades are not accepted in the transfer approval process; only credits transfer. Transferred credit where the grade earned is less than C only applies toward degree requirements or prerequisites that do not require a grade of C or better. Repeated courses are only reviewed and accepted for credit once, even if taken at different institutions. The most recent grade received is used in the evaluation process.
6. Requirements:
 - a. Courses are not evaluated or accepted until an official transcript is received directly from the transfer institution.
 - b. All transfer students must fulfill the requirements of the college into which they are admitted, regardless of the number of transfer credits earned.
 - c. A minimum of 45 degree credits must be earned at Marquette. Up to 15 of the 45 credits may be completed through an approved study abroad program.
 - d. The final 30 credits of the degree must be earned at Marquette or through an approved study abroad program. For exceptions, refer to the University Residency policy (<https://bulletin.marquette.edu/undergrad/academicregulations/#residencyatmarquette>).
 - e. A minimum of one-half of the credits in the major or minor must be earned at Marquette.
7. Credit Conversion:

Courses that are taken at an institution using quarter credits or units other than semester credits are converted to semester credits and when the conversion results in partial credits, the course satisfies the content of the course to the nearest whole number, as per normal rounding up calculations (i.e., 2.50-2.99 satisfies the content of a 3 credit requirement; 3.50-3.99 satisfies the content of a 4 credit requirement, etc.); however, the total number of credits needed for a specific requirement may not be satisfied in some programs; therefore, some colleges may require additional Marquette credits.

8. International Transfer Courses:
 - a. Courses taken at institutions outside of the United States are subject to review by the Office of International Education (OIE).
 - b. To complete the evaluations, students should submit the following:
 - Official academic results listing dates of study, courses taken, grades/marks received. Note: Attested copies accepted.
 - Official, exact English translation of academic records (if not issued in English)
 - Course descriptions (in English) of all courses taken.
 - c. Only those courses considered as passing by the international institution are accepted for transfer. Passing may vary by institution, and is the criteria a particular institution uses to determine completion of a degree for their students accepted into that institution that OIE uses in its evaluation.
 - d. Students who have studied medicine, nursing and other health related fields may need to have their credentials evaluated by a professional credential evaluation agency.
9. Test Credits:
 - a. Marquette awards test credit such as AP, IB, CLEP, A-Level based and PLTW on official test scores, not credits awarded at previous institutions.
 - b. Test credit may be applied to Marquette Core Curriculum requirements, the major, the minor or as electives.
 - c. Test credits for major-specific courses more than 10 years old are not accepted. Some test credits associated with major-specific courses and their prerequisites may have a shorter sunset period in some colleges.
 - d. Test credits are revoked when students enroll and earn credit in courses for which test credit was previously awarded.
10. Marquette Core Curriculum (MCC): The MCC allows transfer students to qualify for one of four levels outlining the number of courses required for completion of the MCC. The placement within these levels is dependent on the status of all transfer students at the time of admission. Refer to the MCC section (<https://bulletin.marquette.edu/resources-opportunities/marquette-core-curriculum/>) of this bulletin for further information.
11. Concurrent Registration: Students are not allowed to pursue course credit at another institution while simultaneously enrolled at Marquette unless specifically authorized by the dean/dean designee of the students' college.

Note: Refer to individual colleges on transfer credit policy for any additional transfer requirements.