Transfers Within the University

A student registered in an undergraduate division of The University of Alabama who has earned fewer than 45 semester hours may transfer to another undergraduate division. A student who has earned 45 or more semester hours may transfer to another undergraduate division according to the rules established by the division to which he or she is applying. Credit will be given for courses in which a passing grade has been earned, provided that the courses transferred are appropriate to the new curriculum. Credits accepted for graduation are determined by the academic division into which the transfer is made. Check your DegreeWorks audit at myBama.ua.edu to determine how your credit is being applied in your new program of study.

Changes in the student's major(s) and minor(s) must be registered with the new academic division immediately following the transfer. Transfers between academic divisions will not be permitted once the registration process has been completed for a given term. At the discretion of the school or college concerned, a student may, upon entering another division of the University, petition to discard all credit previously earned. This recourse is limited to students who have attempted no more than 20 semester credit hours of work.

Transfer Credit

This policy statement adheres to the guidelines set forth in the Joint Statement on the Transfer and Award of Credit developed by the American Association of Collegiate Registrars and Admissions Officers (AACRAO), American Council on Education (ACE) and the Council for Higher Education Accreditation (CHEA).

The University of Alabama transfer credit policy is designed to facilitate the transfer of students and their coursework from one college or university to another, assure the maximum utilization of work accomplished at another institution, and encourage students to advance toward graduation in four years.

General Transfer Credit Policy

The University of Alabama accepts transfer work from post secondary institutions that are fully accredited by regional accrediting agencies. Incoming transfer coursework will be evaluated against The University of Alabama catalog in effect for the semester and year in which the student enrolls at the University. A University of Alabama equivalent course, disciplinary elective or general elective will be assigned based on comparability of the course content.

Accreditation

1. Collegiate work will be considered for transfer credit from post-secondary institutions that are fully accredited by one of the six regional accrediting associations below that offer the baccalaureate degree or associate's degree leading to the baccalaureate degree. Institutions that have been granted official candidacy status by a regional accrediting association will be accorded conditional acceptance for the coursework until full accreditation is granted.
   - Middle States Association of Colleges and Schools
   - Higher Learning Commission (North Central Association of Colleges and Schools)
   - New England Association of Schools and Colleges
   - Northwest Association of Schools and Colleges
   - Southern Association of Colleges and Schools
   - Western Association of Schools and Colleges

2. Collegiate work from post-secondary institutions not fully accredited by regional accrediting associations will be considered for transfer credit only when approval is recommended by the dean of the student's college of enrollment. Approval must be sought by the student via written petition to the dean.
   - If the work is approved for transfer, the credit will be accepted on a provisional basis. Provisional credit will be applied as appropriate to the student's degree if an average of C or higher is earned for a year of academic work as a full-time student.
   - In the case of the part-time student, a C average or higher must be earned for work completed from the time of initial enrollment through the semester (summer included) in which a total of at least 24 semester hours of work is completed at The University of Alabama.
   - A student who transfers within The University of Alabama will have provisional credit applied as appropriate to the curriculum of the college into which the student transfers.

3. Collegiate work will be considered for transfer credit for courses completed at colleges and universities outside of the United States that are accredited or approved by the Ministry of Education (or other appropriate governmental agency) of the country in which they are located. Credit and placement decisions are based on recommendations of the American Association of Collegiate Registrars and Admissions Officers, National Association of Foreign Student Advisors, and selected other professional organizations and agencies that evaluate foreign educational institutions, i.e., World Education Services (WES), New York, NY.

Transferability, Equivalency and Applicability

1. Transferability refers to the conditions under which The University accepts credit from other post-secondary institutions for inclusion in the student's record. The Office of the University Registrar (OUR) is responsible for determining transferability.

2. Equivalency entails equating transfer credit, both in hours and content, to University of Alabama coursework. Lower level equivalencies will be determined by staff of the OUR, upper level equivalencies will be determined by the college/school which houses the discipline.

3. Applicability of credit toward a degree refers to the prerogative of the academic divisions to count specific credit toward the fulfillment of a student's degree requirements. The student's college of enrollment is responsible for determining applicability.

Governing Policies

1. Transfer credit is generally awarded for academic credit earned at regionally accredited institutions or from institutions that are candidates for regional accreditation if the course credit was earned during the candidacy period.

2. The evaluation and award of University of Alabama transfer credit for coursework will be based on official transcripts. To be eligible for evaluation, coursework must appear on an official transcript from the institution that offered the coursework and initially conferred the credit in question.

3. The University of Alabama follows a semester calendar and awards credits earned in semester hours. Earned hours assigned to coursework completed at institutions on non-semester based academic calendars will be converted and reported on The University of Alabama transcript as semester hours. The most common non-semester based academic calendar is the quarter system. Quarter credits are converted to semester credits by multiplying the number of quarter credits by two-thirds. For example, 30 quarter credits equal 20 semester credits.

4. Credit granted by another institution for non-traditional experiences will not be accepted based on that institution's transcript. To receive credit for non-traditional experiences (e.g. College Level Examination Program (CLEP), Advanced Placement (AP), International Baccalaureate (IB), Advanced International Certificate of Education (AICE), military training, etc.), the student must present official documentation from the original provider of the non-traditional experience.

5. The following types of credit are not transferable and will not count towards a degree:
   - placement credit granted by another institution
   - remedial or developmental courses
   - technical courses
   - occupational, vocational and some workforce courses from two-year institutions
   - courses classified as below freshman level by the originating institution
   - courses in religion that are doctrinal, confessional or sectarian in nature
   - courses applying to a previously earned baccalaureate degree

6. Courses from two-year institutions transfer as lower-division (100- and 200-level courses) credit only. Undergraduate courses from four-year baccalaureate degree-granting institutions transfer at the same level, lower- or upper-division, as they were taken. Graduate level coursework may be transferred as undergraduate credit at the written request of the student and upon approval by the appropriate academic department.

7. Credit is granted based on coursework earned, not degrees. Students transferring to The University of Alabama with an Associate's degree will not be automatically granted junior standing.

8. In those instances when a student has repeated a course, all occurrences of the course, including grade, will be posted to The University of Alabama transcript. All grades count in the higher education grade point average, but earned hours will be awarded based on The University of Alabama repeat policy for the equivalent course.

9. Credit in which a grade of F was earned is not applicable and will not count toward a degree. However, the course, hours and grade are placed on The University of Alabama transcript and calculated in the higher education grade point average.

10. Courses for which a student has been awarded academic clemency, bankruptcy, forgiveness, etc., by the institution at which the courses were completed will not be posted to The University of Alabama transcript.