

# CAMERON UNIVERSITY

## Transfer Credit Policy

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### Policy Statement

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The amount of credit granted to applicants for admission as transfer students at Cameron University depends upon the nature and quality of the applicant's previous work. Transfer credit is evaluated according to the academic requirements of the university and in accordance with established OSRHE policy provisions. (OSRHE Policy Manual 3.11 Undergraduate Transfer and Articulation)

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### Contents

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- Who should know this Policy?
  - Responsibilities
  - Procedure
  - Contacts
  - Forms
  - Policy History
- 

### Who Should Know This Policy

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President	Faculty
Vice Presidents	Other Accounting/Finance Personnel
Deans	Students
Department Chairs	Other Groups
Directors	All Employees

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### Responsibilities

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#### Responsible for Policy

University Officer Responsible

Vice President for Academic Affairs

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## Procedure

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### TRANSFER CREDIT POLICY AND PROCEDURES

The amount of credit granted to applicants for admission as transfer students depends upon the nature and quality of the applicant's previous work. Transfer credit is evaluated according to the academic requirements of the university and the following provisions:

- Credits earned at colleges and universities accredited by the Higher Learning Commission (HLC) will be accepted for transfer at full value, excluding continuing education (OSRHE Policy 3.11.3.B.1). Students must also meet the following requirements:
  1. Student must be in good academic standing at the transfer institution, and
  2. Student must have made satisfactory progress (an average grade of "C" or better or met CU's retention standards, whichever is higher) at the transfer institution.
- Credits earned at degree-granting institutions accredited by organizations other than HLC and recognized by the U.S. Department of Education will be reviewed on a course-by-course basis and may be accepted in transfer if the course is determined to be substantially equivalent to a CU course or courses (OSRHE Policy 3.11.3.B.2). Students must also meet the following requirements:
  1. Student must be in good academic standing at the transfer institution, and
  2. Student must have made satisfactory progress (an average grade of "C" or better or met CU's retention standards, whichever is higher) at the transfer institution.
- Credits earned at degree-granting institutions not accredited by organizations recognized by the U.S. Department of Education will be reviewed on a course-by-course basis and may be accepted in transfer if appropriate to a university, general education, major, or minor requirement and determined to be substantially equivalent to a CU course or courses (OSRHE Policy 3.11.3.B.3). Students must also meet the following requirements:
  1. Student must be in good academic standing at the transfer institution, and
  2. Student must have made satisfactory progress (an average grade of "C" or better or met CU's retention standards, whichever is higher) at the transfer institution, and
  3. Student must complete at least 12 semester hours at CU with a 2.00 grade point average ("C") or better before transfer work will be transcribed.

Students who do not meet the academic criteria above, and who have not been formally suspended, may be admitted on transfer probation. These students must maintain a 2.0 grade point average each semester while on transfer probation (OSRHE Policy 3.11.3.D). Transfer coursework for these students will be evaluated according to the procedure stated above.

### TRANSFER CREDIT EQUIVALENCY

Evaluation of course credit earned at other institutions does not guarantee approval of the credit for use toward CU degree requirements. Transfer courses previously evaluated and equated to a CU course or courses will be automatically transcribed as equivalent. Transfer courses not previously evaluated or equated to a CU course or courses may be approved for fulfillment of major/minor or general education requirements by petition as described below.

*MAJOR/MINOR REQUIREMENTS.* Final approval of applicable transfer credits to meet major or minor requirements ultimately rests with the dean of the school offering the major or minor. This responsibility may also be assigned to department chairs or faculty members under the supervision of the dean. Approved substitutions or waivers of major or minor requirements must be documented (by signature and date) on the Undergraduate Course Substitution/Waiver Request form. Permission for any other exception to stated requirements must be initiated through the dean of the school responsible for the major or minor and approved by the Vice President for Academic Affairs.

*GENERAL EDUCATION REQUIREMENTS.* Final approval of applicable transfer credits to meet general education requirements ultimately rests with the Vice President for Academic Affairs or designee. Approved substitutions or waivers of general education requirements must be documented (by signature and date) on the Undergraduate Course Substitution/Waiver Request form.

Many courses from other Oklahoma institutions have been previously evaluated to determine statewide equivalency as part of the [OSRHE Course Equivalency Project](#). Additionally, CU maintains a searchable [Transfer Equivalency Database](#) that contains course equivalencies from national and international institutions.

### **TRANSFER CREDIT LIMITATIONS**

1. Credit accepted in transfer that is not in semester-credit-hours will be converted to semester-credit-hours. Quarter hours are equated on the basis of three quarter hours to two semester hours.
2. Semester-credit-hours will be awarded at a rate equal to the number of semester-credit-hours earned at the transfer institution. Credit accepted in transfer that is used to fulfill or waive a specific CU course or requirement will be awarded at a rate equal to the number of semester-credit-hours earned at the transfer institution, whether greater or lesser in hours than the CU course or requirement.
3. The maximum number of lower division hours transferred from non-baccalaureate degree granting institutions which may be applied toward baccalaureate degree requirements is equal to the total hours required for the degree less 60.
4. Lower-level courses transferred from other institutions that have been equated to upper-level courses at Cameron will still be counted as lower level credit. In this event, a student may be required to complete additional upper-division hours for graduation. A minimum of 40 hours must be taken at the 3000/4000 level.
5. A maximum of 64 hours from a 2 year/community college will count toward the minimum hours to graduate with a baccalaureate degree. Any hours over the 64 may still be used to meet other graduation, specific course, certification, and/or prerequisite requirements. A minimum of 60 hours must be earned at a senior institution.
6. Credits from some technical colleges and professional schools may not be applicable toward specific degree requirements at CU due to the highly technical or specialized nature of the credits earned. They will apply as elective hours toward graduation up to the appropriate limits.
7. All transfer credit is calculated in the cumulative grade point average.

### **ARTICULATION POLICY**

In accordance with OSRHE, Cameron University fully participates in the articulation policy for the transfer of students among Oklahoma public institutions. A student transferring to Cameron with an Associate of Arts or an Associate of Science degree from any State System institution will be considered to have completed the general education requirements of the baccalaureate degree. There may be some exceptions to this policy, where some students may have to take additional courses in general education to meet minimum professional certification requirements as defined by the state.

### **ARTICULATION AGREEMENTS**

Cameron University accepts credits for courses offered by the partner institution as indicated in the articulation agreement. Students who graduate with the designated degree/program at the indicated partner institution will have satisfied CU's general education/university core requirements unless a course is a pre-requisite to a program requirement. Additional general education requirements and CU university requirements are specified in each articulation agreement. The articulation agreement also specifies which courses at the partner institution will count towards major courses at CU. CU has entered into articulation agreements with following educational partners: Central Texas College, Redlands

Community College, Rogers State University, Tulsa Community College, Western Oklahoma State College, and Oklahoma State University for Health Sciences. Further information can be found on the [Cameron University Articulation Agreements webpage](#).

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## **Contacts**

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Policy Questions: Registrar, (580) 581-2238, Admissions (580) 581-2289

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## **Forms**

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In support of this policy, the following forms are included: n/a

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## **Policy History**

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### **Policy**

Issue Date: June 24, 2022

Reviewed, no revision:

Revised: