Transfer Credits from Academic Institutions

Policy Statement

Eastern Kentucky University accepts credits transferred from regionally accredited postsecondary institutions, credits earned by examination from nationally recognized tests that meet EKU standards, and it awards credits for certain types of military experiences. Additionally, EKU will award credit for non-collegiate training experiences provided the training occurred under a University approved articulation agreement (see Policy 4.2.4P). International transfer credits from institutions with which Eastern Kentucky University does not have an articulation or exchange agreement but that are accredited by appropriate accrediting bodies within their country are recorded as free elective credits at the lower division level after they have been evaluated by an EKU-approved international credential evaluating agency (e.g. World Education Services or Silney and Associates). Students may present supporting documents from transfer courses recorded as free electives to appeal to department chairpersons for departmental credit.

Credits earned at a non-regionally accredited institution will only be transferred on a course by course basis and only after the courses are evaluated through the process defined in the academic catalog.

EKU adheres to the Kentucky General Education Transfer Agreement. The University will honor transfer general education courses from regionally accredited out-of-state or Kentucky private colleges and universities. The transferred general education courses will then be applied toward the student’s EKU general education requirements where needed and as appropriate.

The applicability of transfer credit to requirements for a major is at the discretion of the relevant department.

Students with transfer credit should note that they must successfully complete all their curriculum requirements as well as earn a cumulative and institutional (EKU) GPA of 2.00 in order to graduate with a degree or University certificate from EKU.

General Education

In an effort to promote a seamless transfer between Kentucky two-year and four-year public institutions, the Kentucky Council on Postsecondary Education (CPE) developed a policy to facilitate the transfer of credits from one Kentucky public college or university to another. This policy, implemented in 1996, and revised in 2011, is called the General Education Transfer Agreement and allows for the automatic transfer of a block of courses to satisfy general education degree requirements, in addition to articulating individual courses as meeting statewide general education categories.

Students transferring to EKU from another Kentucky public college or university may be (1) category certified, or (2) core certified, or (3) fully certified in general education by the Registrar of the school where the course work was taken. EKU will honor any of these designations and is guaranteed to apply the KY public school transferred general education courses into EKU’s General Education curriculum in a manner that best serves the transferring student. The General Education Transfer Agreement also applies to students transferring from EKU to another Kentucky public university.

EKU will honor transfer general education courses from regionally accredited out-of-state or Kentucky private colleges and universities. Students may bring in documentation (school catalog listings of courses with relevant general education designations) to the EKU Registrar’s Office. The transfer general education courses will then be applied toward the student’s EKU general education requirements where needed and as appropriate.
Entities Affected by the Policy

- Office of the Registrar
- Students

Procedures

Procedures for transferring credit from institutions are described in the Eastern Kentucky University Catalog.

Transferring Previously Unevaluated Courses
When an acceptable transfer course, which has never been evaluated before, is presented to EKU for consideration, EKU records the course as acceptable for credit but unevaluated. The Transfer Center contacts the student and requests course descriptions and syllabus information for review. The Transfer Center forwards the course description to the appropriate academic department for their review and consideration. The academic department determines whether an exact equivalency, a subject/discipline elective, or a generic free elective is appropriate depending on course content and learning objectives. In some instances the department will request that the student provide a syllabus in order to evaluate the course. The academic department or Transfer Center can recommend that a course be considered for general education applicability even if an exact equivalency is not awarded. Students wishing to appeal the evaluation of transfer credit should consult with the Student Outreach and Transition Office.

Transferring Courses Taken Elsewhere while Enrolled at EKU
Currently enrolled students who desire to take courses elsewhere and transfer them back to Eastern Kentucky University should consult with the EKU Transfer Center and also obtain the approval of their college dean prior to enrolling. The University will not take responsibility for courses transferred without prior approval. Students should be aware that there are limits to the number of credit hours a student may earn in any one term (see Catalog, Academic Load). Credit and grades earned in transfer are posted to the student’s EKU transcript.

Posting of Previous Degrees on an EKU Transcript
Degree-seeking transfer students who have already attained a post-secondary or graduate-level degree will have that earned degree noted in their EKU academic record. Details of the academic work counting toward a degree earned at another institution will not be posted, course by course, onto the EKU transcript; only the earned degree is recorded from the official transfer school transcript.

Definitions

Regionally Accredited Postsecondary Institution
Regionally accredited postsecondary institution refers to any post-secondary institution accredited by an accrediting agency recognized by the U.S. Department of Education. An institution must be accredited at the time the credit was earned.

Interpreting Authority
Provost and Vice President of Academic Affairs
# Policy Review and Approval

## Policy Revisions

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<td>June 19, 2013</td>
<td>Executive Assistant to the Provost</td>
<td>Made consistent with Catalog</td>
</tr>
<tr>
<td>November 5, 1983</td>
<td>Board of Regents</td>
<td>Adopted</td>
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<tr>
<td>April 16, 1977</td>
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## Policy Issued

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<tr>
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<tr>
<td>March 5, 1973</td>
<td>Faculty Senate</td>
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