

Credentials and Processes for Transfer
from One Discipline to Another (6-1-87)

Faculty members who have 21 or more graduate credits directly relevant to the field to which he/she is transferring. Of the 21 credits, 15 must be graduate and up to 6 may be undergraduate. In addition, the 15 graduate credits must include:

organizational behavior, which are directly relevant to certain courses in business. Teaching in the new discipline should be limited to the area of expertise.

- d. Faculty already teaching outside their disciplines are grandfathered.
- e. Exceptional professional experience may be substituted for up to 6 credits of the 21 minimum.

A full transfer means all teaching is in the new discipline.

Transfer of credit is subject to the following:

- a. Transfer of credit is subject to the approval of the appropriate department chairperson and the appropriate college dean.
- b. Transfer of credit is subject to the approval of the appropriate department chairperson and the appropriate college dean.
- c. Transfer of credit is subject to the approval of the appropriate department chairperson and the appropriate college dean.

the transfer process and should be transparent, accountable, and fair to all parties involved and according to guidelines and processes that sustain academic quality. As a result, the planning for the transfer and processes leading to it should be transparent and collegial. The transfer is a joint effort among the transferred

and receiving institutions. It is important to remember that the transfer process is a two-way street. Both the transferred and receiving institutions have responsibilities in the transfer process. The transferred institution has the responsibility to provide the transferred student with the information needed to make informed decisions about their transfer options. The receiving institution has the responsibility to provide the transferred student with the information needed to make informed decisions about their transfer options. Both institutions have the responsibility to ensure that the transferred student is treated fairly and respectfully throughout the transfer process.

3. The coordinated transfer will allow the transferred student to maintain their academic progress and receive credit for completed courses. This will be accomplished through the use of a common curriculum and a shared assessment system. The transferred student will be able to complete their degree requirements at the receiving institution without having to repeat courses or take additional exams. This will help to reduce costs and increase the likelihood of success for the transferred student.

The coordinated transfer will also facilitate the transfer of academic credit between the transferred and receiving institutions. This will be accomplished through the use of a common curriculum and a shared assessment system. The transferred student will be able to receive credit for completed courses at the receiving institution without having to repeat courses or take additional exams. This will help to reduce costs and increase the likelihood of success for the transferred student.

This page contains three parts to the transfer process: