

## Evaluating and Awarding Academic Credit

The institution publishes policies for evaluating, awarding and accepting credit not originating from the institution. The institution ensures (a) the academic quality of any credit or coursework recorded on its transcript, (b) an approval process with oversight by persons academically qualified to make the necessary judgments, and (c) the credit awarded is comparable to a designated credit experience and is consistent with the institution's mission.

### Judgment

Compliant  Non-Compliant  Not Applicable

### Narrative

#### Policies Governing Transfer of Credit

The policies and procedures for the transfer of credit are consistent with the mission of the institution to serve a diverse population of students with widely varying backgrounds, career goals, and levels of aspiration. Consistent with commonly accepted practices, the faculty of the university has legislative authority over matters pertaining to the curriculum. Any changes to the policies and procedures for the transfer of undergraduate and graduate credit must be approved by the appropriate faculty governance structure. After approval, the campus faculty governance body submits the approved policies and procedures to the Office of the Registrar for Bulletin entry. The transfer of credit is then evaluated based on the policies and procedures in the respective Academic Bulletins. The professional colleges/schools evaluate requests for transfer credit toward a professional degree (e.g., J.D., M.D., or Pharm.D.) on an individual basis. To support those policies listed in the Academic Bulletins, the University is developing a new academic affairs (ACAF) policy titled [Evaluation of Transfer Credit](#).

To ensure comparability to the institution's own courses and degree programs, the Office of the Registrar works with the University of South Carolina colleges and schools to coordinate the process of transfer evaluation to equate transfer courses directly to courses in the University of South Carolina course catalog; to subject codes which represent subjects not offered at the University of South Carolina; or to subject codes that identify courses as remedial/technical/non-accredited coursework. The University publishes a [list of transfer credit equivalencies on its website](#).

#### *Articulation Agreements*

The policies and procedures for entering into articulation agreements for transfer of credit are addressed in Academic Affairs Policies [ACAF 2.05 Consortial Academic Contracts and Agreements](#) and [ACAF 2.06 International Academic Agreements](#). [ACAF 2.05 Consortial Academic Contracts and Agreements](#) defines the standards according to which consortial academic contracts and agreements (including articulation agreements) are developed, governed and reviewed (both domestic and international). If the proposed or renewal agreement is related to a new or existing academic program or degree, the academic unit head(s) must also follow the procedures outlined in [ACAF 2.00 Creation and Revision of Academic Programs](#) to ensure compliance with SACSCOC and the South Carolina Commission on Higher Education regulations. Articulation agreements as a result of domestic contracts are listed in the [Domestic Contracts Spreadsheet](#) and are included below:

[Midlands Technical College](#): Transfer Pathway for Operations and Supply Chain Program, Articulation Agreement for Education Programs, Articulation Agreement for Engineering Programs, Articulation for Nursing Program, and Bridge Program

[Central Carolina Technical College](#): Articulation Agreement for Education Programs

[FEEDER Consortium](#): Course Sharing Agreement

[SC Governor's School for Science and Mathematics](#): Articulation Agreement

[SC Technical College System](#): Transfer Pathway for Students Completing AA/AS

[Claflin University](#): Dual Degree B.S. Chemistry from Claflin and B.S.E. Chemical Engineering from the University of South Carolina Columbia and Dual Degree B.S./B.A. from Claflin and M.P.H. from USC Columbia

[Vermont Law School](#): Dual Degree M.S. Environmental Law from Vermont Law School and J.D. from University of South Carolina Columbia (renewal in progress).

Articulation agreements also result from international academic agreements contracts. An example international articulation agreement ([Dual Degree with IAE Business School in Argentina](#)) is provided and additional international agreements including the transfer of credit will be made available to the on-site review team.

The university also adheres to the South Carolina Commission on Higher Education's [Transfer Policy for Public Two-Year and Four-Year Institutions in South Carolina](#), which includes a statewide articulation agreements as described in the following academic bulletins:

*University of South Carolina Columbia*

[Undergraduate Studies Bulletin | Transfer: State Policy and Procedures](#)

*Regional Palmetto College Campuses*

[Lancaster Bulletin | Transfer: State Policy and Procedures](#)

[Salkehatchie Bulletin | Transfer: State Policy and Procedures](#)

### *Undergraduate Transfer Credit*

For undergraduate programs, only credits with grades of C or better (equivalent to a 2.0 on a 4.0 scale) may be transferred. A maximum of 76 semester hours may be transferred for degree credit from a junior college or two-year institution which is accredited by a regional association such as SACSCOC. A maximum of 30 semester hours of credit by correspondence and credit awarded for educational experiences in the military may be applied toward meeting the requirements for a baccalaureate degree in accordance with recommendations published by the American Council on Education and consistent with university policy, but will only be applied to a degree program upon the approval of the Dean of the college from which the degree is to be awarded. A maximum of 30 semester hours of credit earned while classified as a nondegree special student in the university may be applied toward meeting the requirements for a baccalaureate degree.

The University of South Carolina publishes policies for evaluating, awarding, and accepting credit not originating from the institution on both the [Office of the Registrar](#) and [Office of Undergraduate Admissions](#) websites, as well as in its academic bulletins:

#### *University of South Carolina Columbia*

[Undergraduate Studies Bulletin | Course and Academic Credit Policies](#)

[Undergraduate Studies Bulletin | Transfer Admission](#)

#### *Regional Palmetto College Campuses*

[Lancaster Bulletin | Course and Academic Credit Policies](#)

[Salkehatchie Bulletin | Course and Academic Credit Policies](#)

[Sumter Bulletin | Course and Academic Credit Policies](#)

[Union Bulletin | Course and Academic Credit Policies](#)

### *Exam Credit*

Transfer credit can also be earned on the undergraduate level only by Advanced Placement, International Baccalaureate, CLEP, and Cambridge A-Level examinations. Policies governing the transfer of exam credit can be found on the Office of Undergraduate Admissions [website \(AP, IB, and A-level\)](#), and the Office of the University [Registrar's website \(CLEP\)](#). This information is also provided in the [Undergraduate Studies Bulletin | Exam Credit](#) and in the bulletins for the regional Palmetto College campuses (see [Lancaster Bulletin | Placement Examinations](#) and [Union Bulletin | Placement Examinations](#) as examples).

As stated in the *Course and Academic Credit Policies* section of the undergraduate bulletin, a maximum of 30 semester hours of credit by correspondence and credit awarded for educational experiences in the military may be applied toward meeting the requirements for a baccalaureate degree in accordance with recommendations published by the American Council on Education and consistent with University policy but will only be applied to a degree program upon the approval of the Dean of the college from which the degree is to be awarded.

### *Graduate and Professional Transfer Credit*

The University of South Carolina publishes policies for evaluating, awarding, and accepting transfer credit on the graduate and professional levels in the graduate and professional academic bulletins:

[Graduate Studies Bulletin | Transfer of Credit](#)

[School of Law Bulletin | Transfer Students](#)

[School of Medicine Bulletin Columbia | Transfer and Advanced Standing](#)

For graduate programs offered through the Graduate School, coursework transferred from another institution must be relevant to the program and have course content and a level of instruction equivalent to that offered by the University's own graduate programs. Approval for acceptance of transfer credit to a student's program of study must be approved and justified by the student's academic program. No more than 12 semester hours of graduate credit may be transferred into a master's program that requires 30-36 hours; no more than 15 semester hours of graduate credit may be transferred into a master's program that requires 37-45 hours; and no more than 18 semester hours of graduate credit may be transferred into a master's program that requires 46 or more semester hours. Only credits with grades of B or better (equivalent to a 3.0 on a 4.0 scale) may be transferred from another institution into any graduate degree program. Coursework transferred for credit toward a Master's degree, Graduate Certificate or Specialist Program must be from an accredited institution and must be no more than six years old at the time of graduation and coursework transferred into a doctoral degree program must be no more than ten years old at the time of graduation.

Student enrolled in programs offered by the School of Law may not transfer more than 30 earned hours toward the 90 hours required for graduation. The grades earned at the student's former school in courses accepted for transfer credit will be included in computing the transfer student's cumulative grade point average.

At the School of Medicine Columbia, all acceptances into the third year are conditional on verification by the National Board of Medical

Examiners of an overall, average passing score on Step 1 of the United States Medical Licensing Examination taken by June 30 following completion of the second year. The School of Medicine Greenville does not accept transfer or advanced standing students at this time.

## Evaluation of Transfer Credit

### Undergraduate Level

Students transferring to coursework from another college or university must have their transcripts evaluated before enrolling. As part of the assurance of quality, the University of South Carolina only accepts non-remedial transfer credit from other regionally accredited colleges and schools.

The Office of the Registrar works with faculty experts in the colleges and schools to coordinate the process of transfer evaluation and ensure that students receiving transfer credit have achieved the same knowledge, skills, and experiences as those who have completed comparable coursework at the University of South Carolina. Transfer coursework is evaluated on the basis of the following:

- Course content, or the information taught in the course
- Course level, or the level of difficulty on which the course is taught (for example, introductory vs. advanced); and
- Course sequence, or the role the course plays in preparing students to succeed in future coursework

Course evaluators use course descriptions, course syllabi, program completion worksheets, program learning outcomes, and transcript legends published by the transfer institution as guides in the decision making process. When necessary, evaluators will directly email faculty at transfer institutions to learn more about the content, structure, and function of the course.

The list of qualified faculty evaluators charged with the evaluation of coursework at the University are listed in the chart below. In some cases, faculty may choose to delegate the evaluation of coursework to a qualified evaluator; in these cases, the evaluator is selected and trained by the faculty, works closely with program faculty and program coordinators on a continuous basis to ensure consistency and accuracy of the evaluation process, and consults faculty subject matter experts as needed during the evaluation process. Designated faculty evaluators and faculty-appointed subject matter experts evaluate transfer coursework on a course-by-course basis to ensure that course content and learning outcomes are not only at the collegiate level but also comparable to the University of South Carolina's own courses and degree programs. In cases where a direct equivalency cannot be found, a transfer course may be awarded elective credit on the appropriate academic level.

Subjects Evaluated	Evaluator	Role	Qualifications
ASTR			
BIOL			
CHEM	Aguirre, Mary	Transfer Evaluator for Science Subjects in the College of Arts and Sciences, Office of the University Registrar	CV
GEOL			
MSCI			
PHYS			
CRJU	Armstrong, Patricia	Director of Academic Programs, Department of Criminology and Criminal Justice, College of Arts and Sciences	CV
ARTE	Boyd, Rebecca	Undergraduate Student Services Coordinator, School of Visual Art and Design	Master's (Professional/Integrative): Media Arts (MMA) (University of South Carolina Columbia, 2010)
ARTH			
ARTS			
FAMS			
MART			
SPTA	Brown, Matthew	Chair and Associate Professor, Department of Sport and Entertainment Management	Doctorate (Professional): Sport Administration (EdD) (University of Northern Colorado, 1999)
SPTB			
SPTC	Cagle, Brent	Clinical Associate Professor, BSW Program Coordinator, College of Social Work	Doctorate (Academic): Social Work (PhD) (University of South Carolina Columbia, 2007)
SPTD			
SOWK			CV

HPEB			Doctorate (Academic): Health Promotion and Education (PhD) (University of South Carolina Columbia, 1996)
PUBH	Corwin, Sara	Associate Dean for Undergraduate Student Affairs; Director, Undergraduate Program in Public Health, Arnold School of Public Health	<a href="#">CV</a>
ANTH			
HIST			
SOCY	Davis, Michael	Academic Manager and Dean's Advisor, College of Arts and Sciences	<a href="#">CV</a>
WGST			
Education			
PEDU	Dedmon, Rob	Assistant Dean for Enrollment Management and Academic Program Development, College of Education	<a href="#">CV</a>
JOUR	Farlowe, Art	Senior Academic Advisor, College of Information and Communications	<a href="#">CV</a>
ENGL			Doctorate (Academic): English (PhD) (Boston University, 1999)
	Gieskes, Edward	Associate Professor, English Language and Literature, College of Arts and Sciences	<a href="#">CV</a>
STAT			Doctorate (Academic): Statistics (PhD) (University of Illinois Urbana Champaign, 1998)
	Habing, Brian	Associate Professor of Statistics, College of Arts and Sciences	<a href="#">CV</a>
ECON			Doctorate (Academic): Business Administration (PhD) (Stanford University, 2005)
	Hauk, William	Associate Professor; Undergraduate Coordinator of Economics, Darla Moore School of Business	<a href="#">CV</a>
ENGL			Doctorate (Academic): Education Administration (PhD) (University of South Carolina Columbia, 2019)
HUMA			
RELG	Hiller, Dawn	Director of Students - Arts, Humanities and Social Sciences & Enrollment Management, College of Arts and Sciences	<a href="#">CV</a>
SPCH			
THEA			
ACCT			
BADM			
FINA			
IBUS	King, Mackenzie	Academic Advisor for Undergraduate Programs, Darla Moore School of Business	<a href="#">CV</a>
MGMT			
MGSC			
MKTG			
POLI	Leaphart, Janis	Undergraduate Program Coordinator, Department of Political Science, College of Arts and Sciences	<a href="#">CV</a>

SPAN	McAteer, Timothy	Senior Instructor of Spanish and Placement Coordinator in the Department of Languages, Literature and Cultures, College of Arts and Sciences	Master's (Academic): Spanish (MA) (University of South Carolina Columbia, 2004)	<a href="#">CV</a>
HPEB PUBH	Montgomery, Kara	Clinical Associate Professor and Director of Undergraduate Student Services, Arnold School of Public Health	Doctorate (Professional): Health Promotion and Education (DPH) (University of South Carolina Columbia, 2004)	<a href="#">CV</a>
PSYC	Levens, Neil	Senior Instructor and Undergraduate Program Director	Doctorate (Academic): Experimental Psychology (PhD) (University of Kentucky, 2003)	<a href="#">CV</a>
BMEN				
CSCE				
ECHE				
ECIV				
ENCP	Patterson, Ruth	Assistant Dean for Student Services		<a href="#">CV</a>
ELCT				
EMCH				
ITEC				
EXSC	Thompson, Raymond	Undergraduate Director and Clinical Assistant Professor for Exercise Science, Arnold School of Public Health	Doctorate (Academic): Exercise Science (PhD) (University of South Carolina Columbia, 2007)	<a href="#">CV</a>
PHIL	Turner, Jeffrey	Senior Instructor and Undergraduate Advisor for the Department of Philosophy, College of Arts and Sciences	Doctorate (Academic): Philosophy (PhD) (University of South Carolina Columbia, 2006)	<a href="#">CV</a>
LIBR 101	Verba, Sharon	Head of Research & Instruction, University Libraries	Master's (Academic): Comparative Literature (MA) (Indiana University Bloomington, 1997)	
			Master's (Professional/Integrative): Library Science (MLS) (Indiana University Bloomington, 1997)	
			Master's (Academic): English (MA) (Indiana University Bloomington, 1992)	<a href="#">CV</a>

Doctorate (Academic): Mathematics (PhD)  
(University of Oklahoma, 2019)

MATH	Yi, Shaoyun	Instructor, Department of Mathematics, College of Arts and Sciences	<a href="#">CV</a>
MUSC	Zeigler, Margee	Undergraduate Student Services Coordinator, School of Music	<a href="#">CV</a>

Transfer courses already assigned equivalencies are listed in the University of South Carolina Columbia/Palmetto College [equivalency table](#). Courses not already assigned equivalency are sent to subject-matter experts in academic units (as described above) to obtain equivalency. The University of South Carolina uses College Source's workflow management software *Transfer Evaluation System* to facilitate the evaluation of courses; [examples can be found here](#) students may also request an evaluation for transfer using the [Undergraduate Course Evaluation Request Form](#).

#### *Graduate Level*

Transfer credit awarded at the graduate and professional levels are reviewed on a case-by-case basis. Students wishing to transfer credit must submit the [graduate transfer credit form](#), a course description, a syllabus, and a transcript to the graduate school. Course materials are reviewed for content by the student's academic advisor, the graduate director of the student's program, and the Dean of the Graduate School.

#### *Professional Level*

##### College of Pharmacy

Applications for transfer students from an accredited professional pharmacy program into the University of South Carolina College of Pharmacy professional Pharm.D. program will be evaluated on an individual basis by the Director of Admissions. The Director of Admissions holds an M.ED and has worked within the College of Pharmacy for over ten years and involved in admissions processes most of that time. The student applying for transfer must be in good standing in their current Pharm.D. program, the student must complete at least two years of study at the University of South Carolina College of Pharmacy and space must be available in the Pharm.D. program for any application to be considered. The process to request transfer credit is as follows:

Step 1: The following information is required to be submitted to the University of South Carolina College of Pharmacy Director of Admission to begin the transfer evaluation process:

- Letter outlining the reason for the transfer request and desired entrance level into the program (i.e., 2nd year, 3rd year, etc.)
- Unofficial college transcripts from all institutions attended for all college coursework completed including Pharm.D. program prerequisite courses and Pharm.D. courses
- Official Pharmacy College Admissions Test scores (must include writing score)
- Resume/Curriculum Vitae Three letters of recommendation
- University of South Carolina College of Pharmacy Supplemental Application
- Interview with the Director of Admissions to discuss transfer intent; the Admissions Committee may require a face-to-face interview as part of the transfer student application.

Step 2: Upon approval by the Admissions Committee to move forward with the transfer request after receipt of initial documentation, the following information is required to be submitted to the University of South Carolina College of Pharmacy Director of Admission to determine potential professional year placement:

- Current program's Pharm.D. curriculum
- Course syllabi for all completed Pharm.D. courses

Step 3: If the student chooses to continue with a transfer request after notification of professional year placement that would result from a transfer acceptance, the following information must be submitted to the University of South Carolina College of Pharmacy Director of Admissions:

- Letter from current pharmacy school Dean's Office stating the student is in good academic and professional standing
- Seat Fee
- Submission of a criminal background review and drug screen

Step 4: The Admissions Committee will evaluate all submitted documentation to determine whether a transfer acceptance will be extended.

##### School of Law

Student enrolled in programs offered by the School of Law meet with the Registrar/Director of Academic Services to review transfer of hours, grade point average, graduation requirements and registration. The Law Registrar compares the courses taken during the first year of the transfer applicant to first-year courses at University of South Carolina School of Law to determine the equivalency and provides recommendations to the Associate Dean for Academic Affairs, [Susan Kuo](#), for review

and approval. The School of Law uses course descriptions and/or syllabi to determine which first-year courses are transferable.

The transfer applicant submits their application to the Office of Admissions. The Assistant Dean for Admissions and the Associate Director for Admissions review the applications and make recommendations regarding admissibility. The Admissions Committee Chair, a faculty member appointed to serve in this role, also reviews the application and makes a recommendation regarding admissibility. The Associate Dean for Academic Affairs reviews the file, including the recommendations from the Office of Admissions, the Admissions Committee Chair, and the Law Registrar, and makes a decision regarding admissibility.

#### School of Medicine

At the School of Medicine Columbia, the Admissions Committee will consider applications for transfer into the second-year and third-year medical school classes contingent upon the availability of positions. The School of Medicine Greenville does not accept transfer or advanced standing students at this time.

## Appearance on the Academic Transcript

The total transfer credits accepted by the University of South Carolina is included in the transcript of a student's record. Redacted transcript illustrating the appearance on the academic transcript can be found below:

[Undergraduate Transfer Credit](#)

[Exam Credit \(Advanced Placement\)](#)

[Graduate/Professional Transfer Credit](#)

### Public Information

The University of South Carolina publishes information about undergraduate course equivalencies for all undergraduate programs online via its [Course Equivalency tables](#). Links to the [Course Equivalency tables](#) can be found on the [Office of the University Registrar](#) and the [Office of Undergraduate Admissions](#) websites.

Information about the transfer of international coursework is also contained in the [Course Equivalency tables](#), although additional guidelines regarding the mathematical conversion of credits earned through international study can be found in the [International Credit Conversion Guide](#). The [Guide](#) is also advertised to students via the [Study Abroad Office website](#).

Information about exam equivalencies can be found on the Office of Undergraduate Admissions [website \(AP, IB, and A-level\)](#), and the Office of the University Registrar's [website \(CLEP\)](#).

For courses not included in the transfer tables, students can complete the [Course Evaluation Request Form](#), located on both [Office of the University Registrar](#) and the [Office of Undergraduate Admissions](#) websites.

## Sources

-  [4+1\\_Claflin\\_Bio\\_MPH](#)
-  [A-Level, AP, and IB Credits](#)
-  [ACAF 2.00 Creation and Revision of Academic Programs](#)
-  [ACAF 2.05 Consortial Academic Contracts and Agreements](#)
-  [ACAF 2.06 International Academic Agreements](#)
-  [Aguirre, Mary\\_CV](#)
-  [Armsotrong, Patricia\\_CV](#)
-  [Boyd, Rebecca\\_CV](#)
-  [Brown, Matt\\_CV](#)
-  [CHE\\_Transfer\\_Policy\\_FINAL\\_5\\_2018](#)
-  [CLEP Credits](#)
-  [Cagle, Brent\\_CV](#)
-  [Corwin, Sara\\_CV](#)
-  [Course Equivalency](#)
-  [Course Equivalency Tables](#)
-  [Davis, Michael\\_CV](#)
-  [Dedmon, Rob\\_CV](#)
-  [Domestic Contracts](#)
-  [Draft New ACAF Policy on Transfer of Credit](#)
-  [Dual Degree Articulation USC IAE](#)

 DualDegee\_VermontLaw\_MSEL (Page 3)

 DualDegree\_Claflin\_ChemicalENGR (Page 3)

 Farlowe, Art\_CV

 Gieskes, Ed\_CV

 Grad Transfer Credit Form

 Graduate Bulletin Academic Regulations

 Habing, Brian\_CV

 Hauk, William\_CV

 Hiller, Dawn\_CV

 International Credit Conversion Guide

 King, Mackenzie\_CV

 Kuo, Susan\_CV

 Lancaster Bulletin - Academic Regulations

 Lancaster Bulletin - Admissions

 Law Bulletin - Academic Regulations

 Leaphart, Janie\_CV

 Levens, Neil\_CV

 McAteer, Tim\_CV

 Montgomery, Kara\_CV

 Office of Undergrad Admissions - Transfer Credits

 Patterson, Ruth\_CV

 Registrar - Transfer Credits

 Salkehatchie Bulletin - Academic Regulations

 Salkehatchie Bulletin - Admissions

 SoM Bulletin - Admissions

 Study Abroad Office

 Sumter Bulletin - Academic Regulations

 Sumter Bulletin - Admissions

 Thompson, Ray\_CV

 TransAgree\_CentralCarolinaTech\_EarlyChildhood\_ElemEd (Page 6)

 TransAgree\_FEEDER\_ENGR

 TransAgree\_MidlandsTech\_BSE (Page 8)

 TransAgree\_MidlandsTech\_EarlyChildhood\_ElemEd (Page 6)

 TransAgree\_MidlandsTech\_Nursing

 TransAgree\_MidlandsTech\_OperationsSupplyChain (Page 2)

 TransAgree\_SC Technical College System

 TransAgree\_SCGovernorsSchool (Page 9)

 Transfer Evaluation Examples

 Transfer Work.ExamCredit

 Transfer Work.Grad

 Transfer Work.Ugrad

 Turner, Jeff\_CV

 USC Columbia -MTC Bridge MOU

 Undergrad Bulletin - Academic Regulations

 Undergrad Bulletin Policies and Procedures

 Undergrad Course Evaluation Request Form

 Union Bulletin - Academic Regulations

 Union Bulletin - Admissions

 VLS Agreement Draft

 Verba, Sharon\_CV

 Yi, Shaoyun\_CV

 Zeigler, Margee\_CV