

## University College

# Transient Pre-Approval & Transfer Credit Re-Evaluation Information

### What is the difference between transient courses and transfer courses?

- Transient coursework refers to credit hours earned at another institution after enrolling at and attending Ohio University.
- Transfer coursework refers to credits earned at another institution prior to being admitted to Ohio University

### How can I find out if courses I plan to take will transfer?

- Courses with published Ohio University equivalencies **do not require approval**. You can find those transfer course equivalencies at:
  - » **OHIO TRANSFER TO DEGREE GUARANTEE**  
[https://transfercredit.ohio.gov/pg\\_20?](https://transfercredit.ohio.gov/pg_20?)
  - » **TRANSFEROLOGY**  
<http://www.transferology.com>
  - » **ADMISSIONS TRANSFER EQUIVALENCY GUIDES**  
<https://www.ohio.edu/admissions/partners/index.cfm>
- Courses with no published equivalency must be reviewed by the transfer credit evaluator in your academic college. If you are a student in University College, you will need to complete the Transient Pre-Approval Form. A course description for each planned course must be attached to the form.
- If a course does not have an equivalent Ohio University course, it may be equated as elective credit and assigned an XXL designation.

### What if I think a course has been evaluated incorrectly?

- Courses may be re-evaluated by the transfer credit evaluator in each academic college.
- To have a course re-evaluated, complete the Transfer Credit Re-Evaluation Form, attach a syllabus for each course to be re-evaluated, and submit the form.

### How will Ohio University know that I earned credit?

- Upon completion of coursework, request an official (sealed) copy of your transcript be mailed to:

**Undergraduate Admissions  
Chubb Hall 120  
1 Ohio University Dr.  
Athens, OH 45701**

### What else should I know about transient and transfer credit?

- For a bachelor's degree, you must earn a minimum of 30 credit hours from Ohio University and must earn a minimum of 50% of major concentration coursework at Ohio University, per the undergraduate catalog.
- For an A.A./A.S. degree, you must earn a minimum of 20 credit hours from Ohio University and must earn a minimum of 50% of major concentration coursework at Ohio University, per the undergraduate catalog.
- Junior composition (J courses) typically need to be taken at Ohio University. To be considered for transfer, the course must be a junior level writing intensive course from a four-year regionally accredited institution. The course must be approved in advance.
- Tier III courses are specific to Ohio University and are NOT transferable.
- Only courses with letter grades (A, B, C, etc.) can be utilized to fulfill Ohio University general education, pre-requisites, and requirements for majors, minors and certificates. Transferred credits are indicated on the DARS with a "T" followed by the grade (e.g., TB). The transferred hours will be included in the total earned hours. Transferred course grades do not affect GPA.
- In general, college level courses taken at a regionally accredited institution will transfer to Ohio University with grades of "C-" or better. In some circumstances, a grade of "D-" or better may be accepted for credit; requisites still apply.
- Courses taken at Ohio University and retaken at another institution are NOT eligible for G.P.A. adjustment per the undergraduate catalog.

### What if I plan to take transient courses the semester I plan to graduate?

- The official final transcript including grades for completed courses must be received AND processed by Ohio University's Office of Undergraduate Admissions by the end of the Ohio University term for which you apply for graduation. Your degree conferral may be delayed if transcripts arrive after the conferral process is completed.

**University College**

# Transient Pre-Approval & Transfer Credit Re-Evaluation Form

This form is only for use by University College students. Students in other colleges at Ohio University should check with the Student Services office in their college; procedures and forms vary from college to college.

Name \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

PID \_\_\_\_\_ Current Major \_\_\_\_\_ Campus \_\_\_\_\_

Institution from which credit was or will be transferred \_\_\_\_\_

Fax number if Transient Pre-Approval form needs to be faxed \_\_\_\_\_

Term and academic year credit was or will be earned \_\_\_\_\_

Please check the appropriate response:

- Transient Credit Coursework: **Attach course descriptions** for each planned course.
- Course Re-Evaluation: **Attach course syllabus** for each course you wish to have re-evaluated.

Course(s) from <u>other</u> institution				Ohio University Course(s)			APPROVED	
Prefix	Course #	Credits	Course Name	Prefix	Course #	Course Name	Y	N
ECO	111	3	Intro to Economics	ECON	1030	Microeconomics		

For Office Use Only

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

***For Office Use Only***

Student is in good standing

**COMMENTS**

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Signature of Transfer and Relocate Coordinator \_\_\_\_\_ Date \_\_\_\_\_