



## CRITERIA FOR ACCEPTABLE TRANSFER CREDIT

1. No more than six (6) semester credit hours of graduate work may be transferred from another institution, unless the program has special approval by the Graduate Council. When changing programs within UMCP, the student may request inclusion of credits earned at UMCP. When moving from non-degree to degree-seeking status, however, Advanced Special Students may not include more than twelve (12) credits.
2. The Advisor and Director of the Graduate Program will need to certify that any courses listed are applicable to the student's program, and for non-UMCP courses, that the courses have been revalidated.
3. A regionally accredited U.S. Institution or a foreign university must have granted credit for the course. For foreign universities, evaluation by International Education Services and the Graduate Enrollment Management Services (GEMS) is required.
4. The courses must be graduate level and have been taken for graduate credit at the original institution.
5. The student must have earned a grade of "B" or better in the course and have a "B" or better average on all the graduate course work taken at the institution from which the transfer is requested.
6. The credit must not have been used to satisfy the requirements for any other degree.
7. The student must furnish an official transcript to the GEMS office.
8. Transfer work satisfies only the 400 level requirements for the Master's Degree and does not apply to the upper level requirements.
9. The transfer course work must have been taken within seven years of the award of the University of Maryland, College Park Master's Degree for which the student is currently enrolled. All other course work must normally be taken within five years of completing the Master's Degree.