

COLLEGE OF BUSINESS AND INDUSTRY
ACADEMIC OPERATING POLICY AND PROCEDURE

COBI-AOP NUMBER: 21.15

SUBJECT: Transfer Credit Toward Master's Programs

DATE: February 23, 2001

DESCRIPTION OF POLICY:

Up to six hours of transfer graduate credits may be accepted toward fulfilling the requirements for a master's degree, provided the credits have been earned at a recognized institution and are considered pertinent to the student's graduate program. These credits are considered part of the student's program of study and must adhere to the six-year time limit restriction. Courses with grades below "B" and extension credits are not acceptable.

Up to nine hours of transfer credits from other MSU degree programs may be accepted toward fulfilling the requirements for a master's degree provided they are considered pertinent to the student's graduate program. Again these credits must adhere to the six year time restriction and may not include any course with grades below "B" or extension credits.

DESCRIPTION OF PROCESS FOR CHANGING POLICY:

Majority vote by the College of Business and Industry Graduate Faculty.

DESCRIPTION OF RELATED PROCEDURE:

Transfer credits must be approved by the director of Graduate Studies in Business. The director may require transcripts, course syllabi, and other supporting documents to determine the acceptability of transfer credits. Transfer credits from other institutions are only acceptable if the student did not earn a degree using those credits. Transfer credits from other MSU degrees are acceptable even if the degree has been awarded so long as the time limit has not expired.

REVIEW OF POLICY/PROCEDURE:

This COBI-AOP will be reviewed at least every five years by the Graduate Policies Committee at the request of the Graduate Director with request for revision presented to the College of Business and Industry Graduate Faculty.

COBI-AOP 21.15 Page 1

Continuation of COBI-AOP 21.15

APPROVED:

Date _____

Reviewer

Dean, College of Business and Industry

Date_____

Revision History (dates only):

Original: ???

Revision: June 19, 1992

[Return to Table of Contents](#)