## **Transfer Policy**

Planning to transfer to DSCC? To make sure that credits transfer easily both to and from DSCC, specific policies and procedures regarding transfer credit have been developed.

- Official transcripts of all previous college or university courses must be sent to the DSCC Office of Admissions and Records at the time of application for admission.
- Credit may be granted for courses completed at institutions that are accredited by the appropriate regional accrediting association. However, there is a possibility that students who complete courses at degree-granting institutions not accredited by a regional accrediting association may request a review of individual courses.
- All college-level courses attempted at accredited colleges and universities will be posted on the DSCC academic record. If possible, all grades earned in these courses will be posted on the DSCC transcript; however, grades and quality points will not be calculated in the DSCC grade point average.
- College-level courses completed with a grade of "C" or higher at accredited colleges and universities will be posted on the academic record as earned hours only. Grades and quality points will not be calculated in the Dyersburg State grade point average.\*
- Learning Support courses completed with a grade of "C" or higher at other Tennessee Board of Regents institutions will be posted on the academic record as earned hours only. Grades and quality points will not be calculated in the Dyersburg State grade point average.
- It is the student's responsibility to notify the Dyersburg State Office of Admissions and Records if a grade of "Incomplete" from a transfer institution is removed and to request that an official transcript indicating the grade change be sent to the DSCC Office of Admissions and Records.
- There is no maximum number of credit hours that can be transferred to DSCC; however, at least 25 percent of the courses required in a program of study must be completed through DSCC instruction.

## \*Effective Fall 2012, DSCC will accept grades of "D" or higher in transfer courses. Grades in transfer courses are not included in the DSCC grade point average.

## Additional Means of Earning Credit

A maximum of 24 semester hours of credit will be allowed utilizing any combination of the following methods. Exceptions to the 24-hour maximum may be made in case of veterans receiving educational benefits. However, at least 25 percent of the required courses in a program of study must be completed through DSCC instruction.

- College Level Examination Program (CLEP)
- Credit by Departmental Examination
- Advanced Placement (AP)
- Armed Services Credit
- Credit for Tennessee Law Enforcement/Corrections Academy
- Credit for Certified Administrative Professional (CAP) Rating
- Credit for Experiential Learning (CAEL)

Contact the Office of Admissions and Records for more information.