TRANSFER OF GRADUATE CREDIT IN DEGREE PROGRAMS

Students may request transfer of credit for graduate courses completed at another regionally-accredited institution of higher education. All credit presented for transfer must show an earned grade of 3.00 (B) or higher, must be included on the student's planned program of graduate study at Central Connecticut State University, and must be completed within the six-year period preceding graduation and conferral of the graduate degree. Courses which were applied to a previously completed degree will not be transferred to a new degree program.

The amount of graduate work transferable to a graduate degree program is limited to a maximum of nine credits for programs requiring 30 to 35 credits or 25 percent of the total credits for programs requiring 36 credits or more, not including prerequisites. (Some programs may have more stringent policies.) In order to be transferred, a course or courses must be determined to be:

- graduate level from an accredited institution authorized to grant graduate degrees;
- passed with an earned grade of 3.00 (B) or higher (Pass/fail courses may not be transferred);
- within the six-year limit at the time of graduation from CCSU;
- recorded on an official transcript from the granting institution; and
- included on the planned program by the graduate program advisor.

Students who have been admitted to graduate programs must obtain prior written approval from their advisors and the dean of the School of Graduate Studies if they wish to take courses at another institution for transfer into their planned programs of graduate study. Forms for requesting transfer and substitution of credit are available in the Office of the School of Graduate Studies and the Enrollment Center/Office of Continuing Education. Students who do not receive prior approval may not be able to use courses from other institutions as part of their planned programs. Students are responsible for requesting that an official transcript of any approved transfer courses is sent to the Graduate Studies Office.

Graduate students are advised that the Connecticut Department of Higher Education as well as our various accrediting organizations have very strict policies concerning the recognition of credit awarded by non-collegiate institutions. The University does not presently have any agreements with non-collegiate institutions which allow for recognition and transfer of credit. Students should also be aware that “continuing education units” (CEUs) may not be transferred to graduate degree programs or applied toward the completion of graduate degree requirements.