

BAGLEY COLLEGE OF ENGINEERING OPERATING POLICY AND PROCEDURE
EOP 16
Transfer Courses and Credits

PURPOSE

The purpose of this Engineering Operating Policy and Procedure (EOP) is to establish a college policy on transfer credit grades.

REVIEW

This EOP will be reviewed every four years (or whenever circumstances require an earlier review) by the Bagley College of Engineering Administrative Council with recommendations for revision presented to the Dean.

POLICY/PROCEDURE

I. Transfer Credit

Coursework taken elsewhere will not be applied toward a degree in engineering until it is determined that it is equivalent to required coursework or is an acceptable substitute.

For undergraduate courses, the academic department will have the final decision on transfer of the credit. A minimum grade of C or better is required, although the academic department may choose a higher grade requirement.

For graduate courses, the acceptability of the transfer credit from domestic universities, international universities, or military education programs must be approved by the student's graduate advisor and committee. A minimum grade of B or better is required, although the academic department may choose a higher grade requirement. At the master's level, up to 9 hours of relevant coursework may be transferred. Courses must fall within the 8-year time limit in the current program. At the doctoral level, up to one-half of coursework may be transferred. All dissertation hours must be taken at MSU. A PhD student must complete the degree program within 5 years after passing the preliminary/comprehensive examination. Although coursework used to complete degree requirements for a master's degree satisfy degree requirements for the doctoral degree, those courses should not be included on the doctoral program of study. Graduate courses not used to satisfy degree requirements on a previous graduate program may be included on the doctoral program of study.

APPROVED:

Willie L. McDaniel
Dean of Engineering

March 1, 1983
Date

REVISED:

Robert A. Altenkirch
Dean of Engineering

October 2, 1990
Date

REVISED:

Robert A. Altenkirch
Dean of Engineering

July 3, 1995
Date

REVISED:

Sarah A. Rajala
Dean of Engineering

October 5, 2010
Date

REVISED:

Jason M. Keith
Dean of Engineering

December 8, 2015
Date