

Transfer and Test Credit

Transfer credit evaluations are conducted in the Office of Registration and Records (<https://www.ndsu.edu/registrar/>). The evaluation process begins after a student is admitted as a degree seeking student to the university or has completed the reactivation process with the Office of Registration and Records if a returning NDSU student.

Administrative Policy for the Evaluation of Transfer Credit from U.S. Institutions

The Office of Registration and Records administers the NDSU policies governing the acceptance of college credit from outside institutions. These requirements apply to returning students who have attended other institutions, as well as new NDSU students. Before credits may be evaluated for specific NDSU course equivalencies or application to programs of study, transfer courses will be accepted for university credit according to the following criteria:

1. College-level coursework recognized by the United States Department of Education (https://www2.ed.gov/admins/finaid/accred/accreditation_pg3.html#RegionalInstitutional) are eligible for acceptance in transfer with receipt of official transcript or score report.
2. Course repeats
 - a. Courses repeated elsewhere prior to attending NDSU will be accepted in transfer as indicated on the transferring institution's official transcript. Transfer courses taken from multiple institutions that have the same NDSU equivalent will be considered as a repeated course, and only the most recent attempted course will be accepted for transfer.
 - b. Courses will not be accepted in transfer to replace any grades or credits earned at NDSU. If a course is completed at NDSU, and an attempt is made to repeat that course elsewhere, the course is considered duplicate and is not eligible for transfer. (See also Repeated Courses (<http://catalog.ndsu.edu/academic-policies/repeated-courses/>) policy.)
3. Credit for a remedial course is not accepted for transfer if the course is remedial by definition of the transferring institution or if it is equivalent to a remedial course at NDSU. Remedial courses may, however, fulfill prerequisite requirements, if applicable.
4. Credit awarded by a transfer institution through examination, placement or prior learning credit will not be accepted.
5. The Office of Registration and Records determines the applicability of transfer credit toward NDSU general education requirements (<http://catalog.ndsu.edu/academic-policies/undergraduate-policies/general-education/>) according to institutional and North Dakota University System guidelines. (See also General Education Administrative Policies (<http://catalog.ndsu.edu/academic-policies/undergraduate-policies/general-education/#administrativepolicies>text).)
6. College-level credits that do not have course equivalents at NDSU will be accepted as electives and may count only toward total credits. An academic department may determine whether these electives satisfy specific curricular requirements through the course substitution process.
7. NDSU requires that a minimum of 36 credits toward a baccalaureate degree be earned at the junior or senior (300- and 400-level) level. Therefore, while a freshman- or sophomore-level (100- or 200-level) course transferred from another institution may satisfy a specific upper-level program requirement at NDSU, that course will not be counted toward the 36-credit upper-division degree requirement.
8. Transfer grades are recorded but not computed in the institutional cumulative GPA at NDSU. Transfer grades are used only for purposes of admission to the University, admission to certain programs, and for some scholarships and financial aid.
9. All letter grades will be accepted by the university; however, many colleges and departments have standards to determine course applicability toward their respective degree programs. Transfer grades will be converted to the NDSU grading (<https://catalog.ndsu.edu/academic-policies/grades/>) option.
10. The name of transfer institutions and total credits accepted by NDSU will be indicated on the official transcript. Individual transfer courses are not detailed on the official transcript but are provided in the academic requirements report (<https://www.ndsu.edu/onestop/academic-requirements-report/>) after admission to the university.
11. Transfer credits are converted to semester credits, if applicable.