

## Transfer Credit\*

A limit of nine graduate credits taken at Salem State College or through another graduate program, before admission into a Salem State College graduate program, may be counted towards a degree, except as noted.

1. The actual number of graduate transfer credits, up to the maximum of nine, is to be determined by the program coordinator.
2. The nine graduate credits must be from accredited institutions and must have been taken within the past seven years.
  3. A grade of B (3.0) or better must be earned in courses to be considered for transfer.
4. All courses submitted for transfer credit at the time of application must be completed prior to the student's acceptance into the program and decisions on acceptance of transfer credit must be made at the time the Plan of Study is approved.
5. Degree candidates who wish to receive credit for graduate courses taken at other institutions after acceptance into their program of study must have approval from the appropriate program coordinator prior to registering for the course(s). Forms for requesting permission to take an outside course are available in the School of Graduate Studies Office.
6. All accepted courses must receive initial approval from the program coordinator and final approval from the Dean as pertinent to the appropriate degree being sought.
7. Official transcripts of the courses taken at other institutions must be filed with the School of Graduate Studies.
8. The applicant must provide course descriptions as well as official transcripts for all transfer requests and may additionally be asked to provide a syllabus and samples of the applicant's course work.

\*The exceptions to this policy include the following:

1. The MSW program, which may accept up to 30 credits as transfer credits from another CSWE accredited School of Social Work.
  2. The MS in Counseling and Psychological Services program, which may accept up to 30 credits.
  3. The MEd in Physical Education program, which accepts only 6 credits.
4. The MSN, MSN/Advanced Practice in Rehabilitation, MSN/MBA, and the Nursing Education Certificate programs all require acceptance and matriculation into the program prior to enrollment in any of the respective courses.