



## **Transfer of Undergraduate Credit**

### **Purpose**

The purpose of this policy is to set forth the requirements for awarding academic credit not completed at Stephen F. Austin State University (SFA).

### **Persons Affected**

This policy applies to domestic students seeking admission to Stephen F. Austin State University for a semester immediately following high school graduation (hereafter referred to as first-year applicants), domestic transfer applicants, and current and returning SFA students seeking credit for non-SFA coursework.

### **Definitions**

**Enroll:** The official process by which a student signs up to take a class(es) offered by SFA. May include online or in-person registration by the student or a university official on the student's behalf.

**Semester:** The term during which courses are taught, including alternative terms other than fall, spring, and summer.

### **Policy**

Stephen F. Austin State University accepts transfer credit from accredited institutions on a course-by-course basis. All courses are examined in terms of content, level, and credit hours awarded. Additional credentials may be considered for transfer credit.

### **Procedures**

Transfer credit will be awarded as follows:

- A. An SFA course prefix and number are assigned when the content of the transfer course is equivalent and the course was taught at the same level.
- B. General credit is assigned to a course that is transferable but not equivalent by level or content. Credit is awarded at the level of the original course, and the student's academic dean or designee determines applicability to the student's degree program.
- C. Most academic credit is transferable with the exception of remedial or developmental courses. The number of transfer credit hours applied to a degree may be limited by the academic department.
- D. A maximum of 66 academic hours plus 4 hours of kinesiology activity from community or junior colleges may apply to a degree unless an exception is granted by the Provost and



Executive Vice President for Academic Affairs. There is no limit for undergraduate credit transferred from 4-year institutions.

- E. Courses earned at a community or junior college may be transferred only as lower-level courses and will not be considered upper-level credit.
- F. Credit earned from educational experience obtained in the armed forces is accepted on a limited basis via review of military transcripts such as AARTS, SMART, Community College of the Air Force, Coast Guard Institute, and the joint services transcript.
- G. Credit for vocational/technical courses, experiential learning, and professional certification programs can be applied to the Bachelor of Applied Arts and Sciences at SFA or can be applied based on articulation agreements approved by the Provost and Executive Vice President for Academic Affairs.
- H. Students may repeat courses taken at SFA at other accredited institutions. Transfer credits will be governed as follows:
  - 1. Grades earned at SFA will remain on the transcript
  - 2. Hours attempted at SFA will not be changed as a result of coursework completed at another institution.
  - 3. Credit earned for a course originally attempted at SFA has no effect on the SFA grade point average. Credit hours transfer, but grades do not.
  - 4. Credit for courses repeated at another accredited institution may be used to satisfy degree requirements other than those related to grade point average.

### **Related Statutes or Regulations, Rules, Policies, or Standards**

Tex. Educ. Code § 61.822

Regents' *Rules and Regulations*, Rule 40303, Admissions Procedures for U.T. Institutions

### **Responsible Executive**

Provost and Executive Vice President for Academic Affairs  
Vice President for Enrollment Management

### **Forms**

None

### **Revision History**

September 1, 2023 (original)