Admission of Transfer Students with Credit for Nursing Courses Completed
Policy 3.2

Original Implementation: November 8, 2002
Last Revision: December 2021

BSN and RN-BSN Students

Students may be admitted to the School of Nursing (SON) and be given credit for nursing courses completed at another institution, where they remain in good standing, with a grade of “C” or higher for undergraduate work.

PROCEDURE

Admission procedures will be as follows:

1. Students will first be admitted to the University.

2. Students must meet all requirements for admission:
   a. Complete and pass a criminal background check pursuant to SON Policy, and,
   b. Complete and pass a urinalysis drug screen pursuant to SON Policy.

3. Applications for transfer admission will be accepted on a case by case basis and acceptance will be based on space availability.

4. Students will then submit a complete petition packet to the Admissions Committee of the SON to be given credit for nursing courses completed with a grade of “C” or higher at other institutions in each nursing course attempted.

5. The following will be included in the application packet:
   a. Complete copies of official transcripts from all other institutions attended;
   b. Transcript evaluations from the SFASU Registrar’s Office;
   c. Petitions for non-nursing courses for which the student seeks credit;
   d. Petitions for nursing courses for which the student seeks credit;
   e. Course descriptions and syllabi for nursing courses for which the student seeks credit;
   f. Letter of good standing from previous nursing program.

6. The Admissions Committee will make a decision on what credit, if any, the student will receive for nursing courses completed with a grade of “C” or higher at other institutions.

7. Students may then be placed in the appropriate semester nursing class.

8. Students admitted pursuant to this policy will complete all University requirements for the Bachelor of Science in Nursing (BSN) degree, including the residency requirements.

9. Students may not bypass prerequisite courses required by the SON by transferring to the School pursuant to this policy.
10. Any applicant who is not in good standing at another nursing program, and is not eligible to continue or return to that program, will be ineligible for admission into the Richard and Lucille DeWitt School of Nursing at Stephen F. Austin State University.

**MSN Students**

Students may be admitted to the School of Nursing (SON) and be given credit for nursing courses completed at another institution, where they remain in good standing, with a grade of “B” or higher for graduate work taken prior to admission.

**PROCEDURE**

1. Students will follow the admission process to apply for the program.

2. The program coordinator will review transcripts to determine which courses will receive credit toward degree requirements.

3. Student will be placed in the appropriate courses on a case-by-case basis.