



## **Undergraduate Students**

Boston College transfer credit policies are established by the Deans and Faculty of each undergraduate division. Course evaluations are completed by the Office of Transfer Admission. Any questions regarding the evaluation of courses, either before or after enrollment, should be directed to the Office of Transfer Admission.

At Boston College, transfer credit is established on a course-by-course basis. Transferable courses must have been completed at regionally accredited colleges or universities and must be similar in content, depth, and breadth to courses taught at Boston College. In addition, a minimum grade of C must have been earned. BC students must complete the following number of credit hours for graduation: Morrissey College of Arts & Sciences 120, Carroll School of Management 120, Lynch School of Education 120, and Connell School of Nursing 117.

A maximum of 60 credit hours will be allowed in transfer. The unit of credit at Boston College is the semester hour. Most courses earn three semester hours of credit. Lab sciences usually earn four semester hours of credit. In order to be eligible for Boston College transfer credit, courses must have earned at least three semester hours or an equivalent number of credits (e.g., four quarter hours). No credit will be granted for internships, field experiences, practica, or independent study.

Grade point averages do not transfer with students. A new grade point average begins with the commencement of a student's career at the University, and reflects only work completed as a full time undergraduate at Boston College.

For transfer students, courses taken during the summer prior to enrollment at Boston College should be approved in advance by the Office of Transfer Admission to avoid difficulty in the transfer of credits. For all incoming freshmen and currently enrolled students, all summer courses must be approved in advance by the appropriate deans.

## **Woods College of Advancing Studies Undergraduate Programs**

### **TRANSFER OF CREDIT AND RESIDIENCY REQUIREMENTS EXTERNAL TO BC**

At the B.A. level, a minimum of sixty credits must be completed at Boston College to satisfy residency requirements, and a maximum of sixty credits from regionally accredited institutions, CLEP exams, or Joint Service Transcripts may be transferred into a student's program.

Courses from regionally accredited institutions with a grade of C or better may be accepted for transfer credits; only courses with a minimum of three credits will be considered for transfer to satisfy a Woods College program requirement. Courses with fewer than three credits will be evaluated on a case-by-case basis for transfer as elective credit.

For all students, transfer credits must be submitted for evaluation by the conclusion of your first semester of study at the Woods College.

The College-Level Examination Program (CLEP) offers students the opportunity to earn college credits through examination, by demonstrating comprehensive knowledge of college-level material gained through independent or prior study. The Woods College of Advancing Studies will accept up to 15 credits from CLEP examinations. The Woods College recognizes the American Council on Education's college credit recommendations for each CLEP exam. Those recommendations can be found on the [CLEP website](#).

Current students must consult with their academic advisor to obtain approval prior to taking CLEP exams for credit. Students seeking admission to the Woods College should consult an academic advisor for evaluation of how previously taken CLEP exams will impact your program of study.

The CLEP examinations measure comprehensive subject knowledge in basic areas of liberal arts as well as in specific undergraduate areas (i.e. Composition and Literature, Science and Mathematics, History and Social Sciences, Business, World Languages). Examinations are mostly comprised of multiple-choice questions (some include an essay section and/or listening sections), and are scored on a scale that ranges from 20 (the lowest) to 80 (the highest). Each exam takes approximately 90 minutes to complete.

For further details and most up-to-date information on CLEP, visit their website [www.clep.com](http://www.clep.com).

### **Joint Service Transcripts**

Students who have served in the United States armed forces typically have college-level credit. The American Council on Education (ACEJTC) provides a list of military occupational specialties (MOS) that are eligible for college credit. For more information, visit [www.acejtc.org](#).







## **Graduate and Professional Course Work**

Part-time MBA students who have a prior graduate degree in a relevant field or have completed graduate management courses at other AACSB-accredited institutions may receive Advanced Standing Credit for a maximum of five courses (15 credits).

Students may receive Advanced Standing Credit for core courses and elective courses, based upon graduate coursework.

### **FULL-TIME MBA PROGRAM**

Students accepted to the full-time MBA program may apply to waive core courses based upon prior course work. If a full-time MBA student is deemed eligible to waive a course, he/she will receive Equivalency. Equivalency requires the student to replace the waived course with an elective; therefore, it does not decrease the credit requirement for the degree. Full-time MBA students who wish to be evaluated for course waiver eligibility must submit a Course Waiver Form. Students may be required to provide official transcripts and other relevant course information necessary to facilitate the review of their academic record. Students enrolled in the full-time MBA program must maintain their full-time status for four continuous semesters (with the exception of students enrolled in approved dual degree programs outside of the Carroll School of Management).

Full-time MBA students may receive Equivalency for up to three core courses.

Equivalency will only be granted for courses in which the student has earned a grade of "B" or better, at an accredited institution, within ten years prior to enrolling in the Boston College Part-time MBA program.

The combination of waived credits and transfer credits may never exceed 1/3 of the course requirements for the degree.

Students who have recognized professional certifications (ie, CPA, CFA) may receive Equivalency. A copy of the exam results will be required.

Once an accepted student has been notified of eligibility to waive a course(s) and receive Equivalency, he/she must respond, in writing, his/her intent to accept the Equivalency no later than the Drop/Add Deadline for the semester in which he/she is enrolling.

Students may contest waiver decisions within 30 days of the date of the initial decision. Course waivers will not be granted after this date.

Once a student has accepted Equivalency for a course, he/she may not take the course and receive credit.

Professional experience alone will not make a student eligible to waive a course

Current full-time MBA students who wish to take a course outside of the Carroll School of Management, must submit their request, in writing, at least 30 days prior to the start of the semester in which the student wishes to enroll in the outside course. Transfer credit will only be granted for courses related to the degree and is subject to approval by the Graduate Programs Office. Students must have completed a minimum of two semesters before they can submit a request to take a course outside of the Carroll School of Management. This includes courses taken through the JesuitMBA network.

Courses taken outside of Boston College will not reduce the student's flat-rate MBA tuition for that semester.

Except under extenuating circumstances, students will not be approved for transfer credit if a comparable course is offered in the Carroll School of Management during the same academic year.

Full-time MBA students may cross register for one course each semester (not including Summer) at Boston University and Tufts, through the Consortium. Students interested in cross-registering for courses through the Consortium must first seek approval from the Graduate Programs Office and complete the necessary cross-registration forms, available through the University Office of Student Services (Lyons Hall). Per the Consortium agreement, tuition will be billed through the student's Boston College account, at the Carroll School of Management's tuition rate.

### **Undergraduate Course Work**

Full-Time MBA students who have demonstrated mastery in a core subject may be eligible for equivalency.

Mastery typically entails either an undergraduate major in a core course area or at least two intermediate to advanced undergraduate courses with grades of B or higher.

Students may only receive Equivalency for core courses, based upon undergraduate coursework.

### **Graduate and Professional Course Work**

Students who have a prior graduate degree in a relevant field or have completed graduate management courses at other AACSB-accredited institutions may be eligible for equivalency.

The CPA and CFA certifications will make a student eligible for equivalency.

Professional experience alone will not make a student eligible to waive a course.

For more information, please contact the Office for Graduate Programs, at (617) 552-3773.

### **Connell School of Nursing Graduate Programs**

Matriculated graduate students may request permission to transfer in up to 6 credits of graduate course work completed

**Woods College of Advancing Studies Graduate Programs**

Graduate students may transfer no more than 6 credits into their program only with approval from the respective