

University of Cincinnati – Policy on Transfer of Graduate Credits

As it appears in the Graduate Student Handbook

Students who have completed graduate work at other schools may petition their graduate program director for transfer of credits earned elsewhere to be applied towards a master's or doctoral degree at the University of Cincinnati. This petition is evaluated by the program that has been petitioned. Should the program choose to accept the credits, they will forward an Advanced Standing form to the Graduate School on behalf of the student to initiate processing of the transfer of credits. The number of credit hours transferred from a course taken at another institution into a program at the University of Cincinnati cannot exceed the number of credit hours given for a University of Cincinnati course that covers equivalent material. (When converting quarter hours to semester hours, 3 quarter credit hours are equal to 2 semester credit hours; 1 quarter hour equals 2/3 semester credit hours).

A University of Cincinnati graduate program can accept or reject transfer credits at its own discretion, regardless of the graduate degree program or discipline in which they were earned.

Normally, credits are not transferred if they were earned more than five years prior to the date of the student's application to the University of Cincinnati program accepting the transferred credits.

Master's Degree, Allowable Transfer Credits

The number of transferable and acceptable credits is determined by the faculty in the program to which students have applied. Eligibility for graduation requires a minimum of 30 graduate credits, at least 50% of which must be completed while in residence at the University of Cincinnati. Many programs require more credits for the degree and students should confer with their individual programs to ascertain program requirements. In no case may the final 50% of a University of Cincinnati's program requirements be satisfied by transfer from another institution. Students who wish to transfer credits taken outside the university after matriculating into a program must obtain approval from their program for those transfer credits in advance of taking the outside courses.

Doctoral Degree, Allowable Transfer Credits

Doctoral degrees are conferred on the basis of sustained study and high scholarly attainment in a special field of learning. In no case with the degree be granted for less than three years of full-time graduate study or its equivalent, of which the last year must be in residence in the University of Cincinnati or under the university's direction. The number of transferable and acceptable credits is determined by the faculty in the program to which students have applied. Eligibility for graduation requires either a minimum of 90 graduate credits beyond the bachelor's degree or 60 graduate credits beyond a master's degree. The last 30 must be completed under the direction of University of Cincinnati faculty.