**Transfer of Credit**

Students may, with the approval of their graduate degree program, transfer credits from any regionally accredited institutioninto their degree program, as long as the majority of the credits are earned at the institution granting the degree. Credits obtained from USF System Institutions will be calculated into the GPA at USF and will be noted on the transcript as the grade earned. Credits from other regionally accredited universities are not calculated into the GPA at USF.

* Only credits with a grade of B or better may be transferred.
* Credit for coursework expires seven (7) years after receiving the credit.
* There is no time limitation for courses from a completed master’s degree or professional degree applied toward a doctoral degree.
* The graduate degree program / department will be responsible for evaluating, approving, and initiating the transfer as soon as possible at the time of admission.

Note - Students taking courses at USF Institutions other than their home USF institution should seek the approval of their graduate program director prior to taking the courses to ensure that the courses are eligible for transfer.

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| --- | --- | --- | --- |
|  | To Graduate Certificates  | To Masters or Ed.S. Degree | To Doctoral Degree\*\* |
| Courses (4000 and above)taken as an undergraduatebut not applied toundergraduate degrees | Discretion of the Graduate Degree Program, if taken at USF System. Up to one course if not taken at a USF System Institution.  | Discretion of the Graduate Degree Program, if taken at USF. Up to 12 credits if not taken at USF System Institution.  | Discretion of the Graduate Degree Program, if taken at USF. Up to 12 credits if not taken at USF System Institution.  |
| Graduate Courses appliedto undergraduate degrees | None | None(Discretion of the Programfor approved USF AcceleratedDegree Programs) | None |
| Non‐degree Seeking Status | Up to one graduate course  | Up to 12 graduate hours\*  | Up to 12 graduate hours\* |
| Certificate Coursework(Graduate Degree SeekingStudents) | Up to one graduate course (1course may be applied to upto 2 certificates) | Up to 12 graduate hours\*  | Up to 12 graduate hours\* |
| Uncompleted Master’s orEd.S. Degree | Discretion of the Graduate Degree Program, if taken at a USF System Institution | Discretion of the Graduate Degree Program, if taken at a USF System Institution | Discretion of the Graduate Degree Program, if taken at a USF Institution |
| Completed Master’s orEd.S. Degree | Discretion of the Graduate Degree Program, if taken at USF | Specific course requirementsin common across bothdegree programs may bewaived with the substitutionof other approvedcoursework at the discretionof the program. | Courses from a completed Master’s or Ed.S. Degree may not be transferred to a new graduate degree program.A completed Master’s or Ed.S. Degree may be applied to the Master’s or Ed.S. component requirement for a doctoral program, with Graduate Degree Program Approval.Specific course requirementsin common across bothdegree programs may bewaived with the substitutionof other approvedcoursework at the discretionof the program. |
| Uncompleted Doctoral orcompleted ProfessionalDegree | Discretion of the Program  | Specific course requirementsin common across bothdegree programs may bewaived with the substitutionof other approvedcoursework at the discretionof the program. | Up to 49% of the doctoralprogram requirement fortotal course hours (excludingdissertation hours) |
| Completed Doctoral Degree  | Courses from a completed Doctoral Degree may not be transferred to a Graduate Certificate. Specific course requirements in common across both programs may be waived with the substitution of other approved coursework at the discretion of the Graduate Certificate program. | Courses from a completed doctoral Degree may not be transferred to a Master’s Program. Specific course requirementsin common across bothdegree programs may bewaived with the substitutionof other approvedcoursework at the discretionof the program. | Specific course requirementsin common across bothdegree programs may bewaived with the substitutionof other approvedcoursework at the discretionof the program. |

\*a maximum of twelve (12) USF System Institution credits can be transferred to a degree regardless of the source(s)

\*\*Programs that wish to transfer credit from a completed doctoral program to a professional program must submit the

proposal to the Graduate School for approval.