

Academic Policy Proposal Summary

INITIATING GROUP / UNIT:	LAW <input type="checkbox"/>	MSB <input type="checkbox"/>	YGCAS <input type="checkbox"/>	CPA <input type="checkbox"/>	UFS <input type="checkbox"/>	Office of the Provost <input checked="" type="checkbox"/>
CONTACT NAME:	Jeffrey Sawyer					PHONE: ext. 5327
POLICY TITLE:						
APPLIES TO:	LAW <input type="checkbox"/>	MSB <input checked="" type="checkbox"/>	YGCAS <input checked="" type="checkbox"/>	CPA <input checked="" type="checkbox"/>		
SPECIFIC PROGRAM (if applicable):						
PROPOSED IMPLEMENTATION DATE / SEMESTER:	Fall 2011					

I. Statement of Purpose:

A change in this policy would provide more flexibility and strengthen advising and recruitment of students into the University of Baltimore, particularly at Shady Grove where most of the partners permit between 66 and 70 credit hours to be transferred.

II. Policy (including authority for policy waiver, exclusions, or sanctions, if any) can be attached if too lengthy for this box.

See attached current policy with tracking to show where revisions are recommended. Also attached is a clean copy of the revised policy draft.

III. Reason(s) for Proposed Policy

A Student Success and Transfer Policy Subcommittee of the Transfer Workgroup Steering Committee last year recommended that UB increase the transfer credit limit from two-year institutions to 63. Three reasons were cited for this recommendation: 1) it is MHEC compliant; 2) it is consistent with the practice of other MD institutions; and 3) it provides a good fit with UB's major programs.

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PROPOSED IMPLEMENTATION DATE / SEMESTER:	Fall 2011		

IV. Current Policy (if proposal is a revision or discontinuance), including date of adoption if available, can be attached if too lengthy for this box.

See attached current policy with tracking to show where revisions are recommended.

V. Other (who was consulted, definition of terms, etc.)

Enrollment management was consulted as well as the schools/colleges.

2009-11 UNDERGRADUATE CATALOG

TRANSFER CREDIT POLICIES

All degree or certificate program applicants who transfer to the University of Baltimore receive a formal evaluation of transfer credit from the Office of Transfer Admission and Community College Relations. Transfer credit can only be awarded from an official transcript sent to the University of Baltimore from the institution that originally granted the course credit. This evaluation will be incomplete if the student is still taking coursework elsewhere. A final evaluation is made upon receipt of transcripts showing grades and credits from the most recent semester and, if appropriate, the posting of receipt of a degree on the final transcript. Since not all transfer credits may be applicable to the specific degree pursued by a student, students are advised to review courses required for their degree in advance of transfer.

The following general policies also apply:

- ~~1) 1) Credit earned and transferred from a two-year college is limited to 630 credits or half of the total credits required for the baccalaureate degree program requirement and to the first two years of undergraduate study.~~ Students transferring from a two-year college must complete a minimum of an additional 6057 credits to be awarded a bachelor's degree except in cases where credits transferred are covered by an active articulation agreement with the two-year college at the University of Baltimore to be eligible for graduation. Exceptions:
 - ~~-Applicants to the Health Systems Management program: If an applicant has completed the equivalent of UB ACCT 201: Introduction to Financial Accounting with a grade of C or better, these 3 credits may exceed the 60-credit maximum from a community college.~~
 - ~~-Applicants to the Criminal Justice program: If an applicant has completed CRJU 258 and CRJU 259 (Social Problems in the Urban Community and Criminological Perspectives) at the Community College of Baltimore County (CCBC) with a grade of C or better, these 6 credits may exceed the 60-credit maximum from a community college.~~
- 2) Transfer students who have credits from a four-year college may transfer up to 90 credits, but may not have more than 70 credits of 100-200-level (freshman-sophomore) coursework. To satisfy graduation requirements, students transferring from a four-year college must complete a minimum of 30 credits at the University of Baltimore.
- 3) Students who transfer to the University of Baltimore with credits from at least one junior/community college and one or more baccalaureate degree-granting institutions will be evaluated utilizing the baccalaureate college's standard whenever possible.
- 4) Transfer credit is granted if the student has earned a grade of C or better in courses. The grade of D is transferable only if the overall cumulative grade point average (GPA) is 2.0 or better. Students who earn a D in general education courses from Maryland public institutions will be able to transfer these credits to fulfill general education requirements at the University of

Baltimore if the sending institution accepts D grades to satisfy general education requirements. Otherwise, a grade of C or better is required for general education, lower-division and upper-division major requirements.

- 5) Developmental/remedial or orientation course credit may transfer to meet qualifications for admission, but such credit is excluded from fulfilling graduation requirements.
- 6) A maximum of 12 semester credit hours in occupational/technical courses completed at a regionally accredited college may be transferred and applied toward degree requirements in the general elective category. Additional credits in occupational/technical courses may be applied to meet the credit qualifications for admission but will not be applied toward any degree requirement. (This policy does not apply to radiologic technician, nursing or other occupational/ technical courses covered by other University policies and agreements.)
- 7) Students who wish to appeal a decision regarding the transferability of a course should first contact the Office of Transfer Admission and Community College Relations. If a satisfactory resolution cannot be reached, the student may then appeal to the appropriate academic dean or, in the case of a general education course, the dean of the Yale Gordon College of Liberal Arts. The third level of appeal is the provost. Appeals regarding transfer credit must be initiated by students within one year of their initial enrollment.
- 8) The student transfer policies adopted by the Maryland Higher Education Commission, applicable to all Maryland public postsecondary educational institutions, are listed in the appendix to this catalog. Please note:
 - a) Not all transfer credits may be applicable to graduation requirements. All students are required to take the last 30 credits toward the baccalaureate degree at the University of Baltimore.
 - b) A maximum of 30 business credits can be used toward a UB liberal arts baccalaureate degree.

Transfer Credit and General Education Requirements

University of Baltimore lower-division general education requirements may be satisfied by transfer courses or by courses taken at the University of Baltimore. Generally, evaluation of applicable transfer credit is done on a course-by-course basis.

However, there is flexibility in meeting these requirements under the conditions of and in accordance with the Maryland Higher Education Commission General Education and Student Transfer Policies. (See the Policies section in the back of this catalog.) These conditions are as follows:

- 1) Students who transfer from a Maryland public community college with an A.A. or A.S. degree will automatically fulfill lower level general education requirements at the University

| of_Baltimore. They will be responsible for completing all upper-division general education requirements, in addition to any graduation requirements not already met.

- 2) The general education credits of students for whom the previous item does not apply will be evaluated on a course-by course basis in accordance with MHEC student transfer policies
- 3) Transfer students who need to take placement tests to be eligible to enroll in required lower-level general education courses must do so by their second registration. Transfer students will not be permitted to register a second time unless all required placement tests have been taken.
- 4) 4) Applicants who hold a Maryland registered nurse or radiologic technician license are eligible to have certain general education requirements satisfied. These include writing, communication, social science and biological/physical sciences. Students must submit a copy of their license in addition to their official transcripts. In addition, a maximum of 60 credits will be awarded/satisfied for an RN or RT license in combination with community college credits.

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The following general policies also apply:

- 1) Credit earned and transferred from a two-year college is limited to 63 credits. Students transferring from a two-year college must complete a minimum of an additional 57 credits to be awarded a bachelor's degree except in cases where credits transferred are covered by an active articulation agreement with the two-year college.
- 2) Transfer students who have credits from a four-year college may transfer up to 90 credits, but may not have more than 70 credits of 100-200-level (freshman-sophomore) coursework. To satisfy graduation requirements, students transferring from a four-year college must complete a minimum of 30 credits at the University of Baltimore.
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