TRANSFER CREDIT POLICY: POSTGRADUATES

1. The University accepts applications from transfer students who have completed university-level work at an institution of higher education that is appropriately accredited or recognised by the relevant governmental agencies in its own country.

2. Postgraduate applicants who have accumulated credit at FHEQ Level 7 may request to have this credit applied to degree requirements on taught Masters programmes. They must request evaluation of their prior masters-level learning at the time of application.

3. Registry Services will make a determination as to whether or not the institution of higher education previously attended is appropriately accredited, or recognised by the relevant governmental agencies in its own country.

4. A maximum of 12 US / 60 UK masters-level transfer credits may be awarded upon entry.

5. A minimum grade of B (3.0) is required for credit to transfer.

6. Only credit is transferred. Grades and grade point averages from other institutions do not transfer, meaning that grades earned elsewhere are not factored into a student's University GPA.

7. Courses older than 10 years are not acceptable for transfer credit.

8. The relevant programme team determines how postgraduate transfer credit is awarded and applied to the field of study, including relevant Professional, Statutory, and Regulatory Body (PRSB) requirements.

9. Elective credit is not awarded at FHEQ Level 7. Previously-awarded masters-level credit may only transfer in to a University taught Masters Degree as the direct equivalent of a University course. If the courses previously studied have no equivalent at the University, the associated credit will not transfer.

10. Transfer credit may not be used towards to satisfy postgraduate internship or dissertation requirements.

11. Students must have a final, official transcript sent directly to Registry Services from the awarding institution.

12. Normally at least half of the credits applied to a postgraduate exit award must have been completed at the University.

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VERSION MANAGEMENT

Responsible Department: Registry Services			
Approving body: Academic Board			
Version no.	**Key Changes**	**Date of approval**	**Date of effect**
001		24 July 2018	28 August 2018
002	Added courses older than 10 years are not acceptable for transfer credit	May 2021	
		Restricted access? *Tick as appropriate* ☐ **Yes** ☒ **No**	