



Policy Approval/Review Form

This form is used for the approval, amendment, removal or review of a Gordon State College policy. Once authorized with the President's Signature, the policy will be posted to the Gordon State Website. This approval form will be filed in the Office of the President with Cabinet minutes noting approval.

Policy Title *	Transfer Credit Policy
Department/Organization	Academic Affairs
Policy Editor	Kristi Hayes
Request Type	New ☐ Amended/Edited ☒ Removed ☐ Reviewed Only ☐

OBJECTIVE (Briefly state your purpose.)

The objective of this policy is to outline the criteria and limitations under which Gordon State College evaluates and awards transfer credit for coursework completed at other institutions. The policy ensures that transfer students receive fair and consistent consideration for prior academic work while upholding the academic standards and degree requirements of the College. It also provides transparency in the transfer process to support informed decisions.

RESOURCES AND CONSULTATION (Briefly describe the resources (i.e. website, link) used in developing, amending, removing, or reviewing the policy. Include names of other individuals who assisted with this change.)

Academic and Student Affairs Handbook, 2.17.1; GSC Student Transfer Policy , GSC Academic Catalog

COMMUNICATION PLAN (Identify how information about how the policy will be communicated to the college as well as training plans if applicable.)

Policy will be published on the GSC Policy webpage, GSC Admissions webpage, GSC Registrar's webpage and in the GSC Academic Catalog.

Authorizations

Chair/Dean/or Supervisor Signature and Date: Kristi Hayes 10.16.25

Cabinet Sponsor (VP) Signature and Date: _____

President Signature and Date: Don Green 10.16.25

***Policy Template must be submitted with this form.**



POLICY TEMPLATE

A separate "Policy Approval/Review Form" must be included with any policy submissions to Cabinet.

Policy Name:	Transfer Credit Policy			
Responsible Cabinet Member:	Kristi Hayes	New		
Responsible Office:	Enrollment Mgmt.	Amendment/Revision	X	
Contact:	Kristi Hayes	Review Only		

1. Policy Statement

Gordon State College grants transfer credit to students who have previously attended a regionally accredited college or university, subject to specific limitations and institutional review.

2. Reason for Policy

This policy ensures consistency, transparency, and academic integrity in the evaluation and awarding of transfer credit. It outlines the criteria by which transfer credit is accepted and limits the amount of transferable coursework applicable toward degree programs at Gordon State College.

3. Who Should Read this Policy

Prospective Transfer Students, Enrollment Services Personnel, Academic Affairs (Professional and Faculty Advisors), and Institutional Leadership

4. Resources

Academic and Student Affairs Handbook, 2.17; GSC Academic Catalog; GSC Transfer Student Policy

5. Definitions

Regionally Accrediting Association - Accreditors recognized by the US Department of Education and the Council for Higher Education Accreditation (CHEA). Current US Regional Accrediting Agencies are: Middle States Commission on Higher Education (MSCHE), New England Commission of Higher Education (NECHE), Higher Learning Commission (HLC), Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), Northwest Commission on Colleges and Universities (NWCCU), and Western Association of Schools and Colleges (WASC).



6. The Policy (or “See Attached”)

POLICY:

Gordon State College will grant transfer credit to students who were previously enrolled in at least one other recognized and regionally accredited college or university prior to attendance at Gordon State by submitting an official transcript. Transfer credit is subject to limitations.

PROCEDURE:

Students seeking to transfer course work to Gordon State College must be aware that the transfer of credit is subject to the following limitations:

1. Gordon State College awards transfer credit for all undergraduate degree level course work earned through any college or university accredited by a regional accrediting association. In addition Gordon State College reserves the right to accept or refuse on a case by case basis transfer credit for any degree level course work earned through a non-regionally accredited institution.
2. Courses transferred from technical colleges in Georgia, accredited by the Commission on Colleges of the Southern Association of College and Schools (SACSCOC) may be viewed at:
https://www.gordonstate.edu/documents/registrar/tcsg_gsc-equivalencies.pdf
3. Courses in which a grade of D was earned will be transferred only if non-transfer Gordon State College students are allowed to use a grade of D toward degree credit for that course. All grades will be calculated in the transfer GPA unless excluded through repeat grade processing.
4. No more than 42 semester hours of combined transfer credit from all sources will be accepted toward an Associate Degree.
5. No more than 90 semester hours of combined transfer credit from all sources will be accepted toward a Bachelor Degree.
6. Credit is not awarded for passing the General Education Development Test (GED).
7. Students transferring to Gordon State College after having been suspended, dismissed, expelled, excluded or placed on probation by their former institution shall enter on academic probation and shall be subject to Gordon State College's academic standards.
8. Students transferring to Gordon State College from other University System schools will be required to complete all Learning Support areas that they have not exited. Transferring to Gordon will not relieve students from Learning Support requirements placed on them by another University System institution.
9. Transfer students completing high school within five years of the beginning of the semester for which admission is sought will be required to complete College Preparatory Curriculum (CPC) or Required High School Curriculum (RHSC) requirements not satisfied in high school or at the previous institution. Transferring to Gordon State will not relieve students from CPC or RHSC requirements.