

## **04.STU.06**

### **TRANSFER STUDENTS AND TRANSFER CREDIT**

(Revised January 29, 1999)

(Revision draft August 2005)

(Approved COB Faculty, September 29, 2007)

(Reviewed April 2012)

(Revised and Approved by COB Faculty March 9, 2018)

The College adheres to the University's transfer student policy outlined in the University Catalog in the "Transfer Admission" section. The University Admissions Policy is in compliance with State of Texas Uniform Admissions Policy, Texas Educational Code (TEC) 51.803 – 51.809.

Community and junior college students who plan to transfer to the College of Business are advised to pursue the business foundation curriculum outlined below. The appropriate course equivalency guide should be consulted to resolve questions of course transferability. All business courses normally offered by the College of Business at the junior or senior level must be completed by the student at that level. Courses acceptable for transfer by Texas A&M University-Corpus Christi will be accepted at the level at which the courses were taken, and at least 50% of the business hours required must be taken at Texas A&M University-Corpus Christi. Courses from a community/junior college cannot be used to satisfy upper level requirements. All business courses transferred require a grade of "C" or better and require prior approval by a College of Business academic advisor.

\*Contact an academic advisor in the College of Business for specific information.

Students seeking transfer credit must submit course syllabi to their academic advisor if the title and/or content of the course(s) in question is/are unclear or too vague to establish equivalency with course(s) offered by the College of Business. The academic advisor forwards all documents, including the Undergraduate Degree Plan Exceptions Form, to the appropriate Department Chair for review. When warranted, the Department Chair consults with individual faculty members prior to recommending approval or denial of the transfer credit by completing the form referenced above. Lastly, all documentation is forwarded to the Dean or Associate Dean for final approval / denial.