

3.6.3 The majority of credits toward a graduate or a post-baccalaureate professional degree are earned through instruction offered by the institution awarding the degree. In the case of graduate and post-baccalaureate professional degree programs offered through joint, cooperative or consortia arrangements, the student earns a majority of credits through instruction offered by the participating institutions. (See Commission policy “The Transfer or Transcribing of Academic Credit.”) **(Institutional credits for a degree).**

Judgment of Compliance

Compliance

Narrative

The majority of credits earned toward a graduate or a post-graduate professional degree conferred by Albany State University students must be earned at Albany State, as indicated by the table below. Transfer credits at the graduate level involve individual transcript review by the department head in the discipline. The graduate catalog states on page 19, “All transfer credits must be approved upon enrollment or before the course is taken and must meet the required criteria of the program” [\[1\]](#). Credits are evaluated on a course-by-course basis and the number of transferable credits differs from program to program. All graduate students must take a minimum of 27 semester credit hours in residence at the university regardless of the length of the graduate program. All transferable courses must have an earned grade of “B” or higher and must have been taken within six years.

The university does not participate in graduate or post-baccalaureate programs offered through joint, cooperative, or consortia arrangements.

Maximum Transfer Hours Accepted by Graduate Programs

Degree Program	Maximum Transfer Hours	Total Credit Hours Required	Minimum Credit Hours earned at ASU
Master of Business Administration [2a]	9	36	27
Master of Science in Criminal Justice [2b]	6 elective or specialty course hours, no core	36/39 based on thesis or non-thesis option	27
Master of Public Administration [2c]	9	36	27
Master of Science in Nursing – Clinical Nurse Specialist, Nurse Administrator, Nurse Education [2d]	9	36	27
Master of Science in Nursing – Family Nurse Practitioner [2e]	9	44	35
Master of Education [2f]	9	36	27
Education Specialist Degree in Educational Leadership [2g]	6	27	21

All graduate programs require a minimum of 30 semester hours with the exception of the education specialist degree, which requires 21 hours in residence based on the 27 hour program allowing a maximum

of six transfer hours [3]. Individual programs may require more than 30 semester hours. Transfer hours are evaluated upon enrollment, prior to taking a course as a transient student at an approved institution, and again during the student's audit for graduation using the departmental check sheet [3].

Supporting Documentation

- [1] [Transfer Credit Approval, ASU Graduate Catalog 2006-2009 page 19, Heading "Degree Requirements", item 4](#)
- [2a] [Master of Business Administration, Graduate Catalog page 32](#)
- [2b] [Master of Science in Criminal Justice, Graduate Catalog page 40](#)
- [2c] [Master of Public Administration, Graduate Catalog page 45, Heading "The Curriculum", item 1](#)
- [2d] [Master of Science in Nursing – Clinical Nurse Specialist, Nurse Administrator, Nurse Education, Graduate Catalog page 57, Heading "Degree Requirements", item 2](#)
- [2e] [Master of Science in Nursing – Family Nurse Practitioner, Graduate Catalog page 57, Heading "Degree Requirements", item 2](#)
- [2f] [Master of Education, Graduate Catalog page 65](#)
- [2g] [Education Specialist in Educational Leadership, Graduate Catalog page 74](#)
- [3] [Check Sheet, Education Specialist Degree](#)