



Angelo State University Operating Policy and Procedure

OP: 10.21 Undergraduate Transfer of Grade Policy

DATE: June 8, 2011

PURPOSE: The purpose of this Operating Policy and/or Procedure (OP) is to ensure understanding and a standardized approach regarding the transfer of grades for undergraduate students.

REVIEW: This OP will be reviewed in March of odd numbered years by the vice provost for academic affairs with recommended revisions forwarded through the provost and vice president for academic affairs to the president by April 15 of the same year.

POLICY/PROCEDURE

1. Transfer of Grades

Effective Fall 2011, students transferring course work from another college or university will receive credit hours for transferable hours, but the grades do not transfer. Transfer work must be a grade of “C” or above to qualify for credit toward degree requirements. Calculation of GPA, including cumulative, will be based only on grades earned at Angelo State University. Transfer work prior to Fall 2011 will be maintained in its present state with traditional letter grades of A, B, C, D, F.

2. General Procedure

- a. The posting of transfer work will continue using current procedures. The new grade letter designations for transfer coursework are TA, TB, TC, TD, TF. These new grade letter designations enable transfer coursework to be distinctly identified and separated from institutional and transfer coursework prior to Fall 2011. Transfer coursework will continue to include a transfer GPA and an overall cumulative GPA that will be used only for purposes specific to admissions, financial aid, and reporting.
- b. A transfer grade of “D” is identified only as earned credit. A transfer grade of “D” is used only for the purpose of calculating a transfer GPA and does not:
 - apply towards degree requirements;
 - satisfy core requirements; and/or
 - satisfy course pre-requisites.

[New Policy posted June 13, 2011]

- c. Angelo State University students who leave the institution for one long semester (Fall or Spring) will be required to reapply and will be subject to the new transfer policy rules.
- d. Academic standing is based solely on institutional GPA. A statement on the transcript legend denotes this policy change.
- e. A grace period of four long semesters has been established to allow students whose GPA has been negatively impacted by the new policy to improve and meet policy expectations. This grace period also applies to students who are unable to satisfy degree GPA requirements based solely on institutional coursework.