A student may transfer in up to 12 semester credit hours of graduate level coursework completed at another institution toward completion of a graduate degree at the School of Public Health. All transfer credit is subject to approval of the Department Chair and the instructor associated with the course. Only those courses with a grade of a B or higher from an accredited institution will be transferred.

**Application.**
Applies to all individuals who wish to transfer in credit.

**Definitions.**
None.

**Procedures and Responsibilities.**
1. The student must submit the transfer credit form located on the school’s website along with the syllabus of the course taken and the official transcript to the Office of Admission and Academic Services.
   
   Responsible Party: Student.

**References and Cross-references.**

**Forms and Tools.**
Transfer Credit Form
http://web.unthsc.edu/info/20005/school_of_public_health/690/office_of_admissions_and_academic_services_forms

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