

# TRANSFER OF UNDERGRADUATE CREDIT

## ASK A QUESTION OR SUBMIT FEEDBACK ON THIS POLICY

**Effective Date:** Fall 2025  
**Last Reviewed:** Spring 2024  
**Last Revised:** Fall 2016  
**Next Review:** Fall 2034

## Policy Statement

Students may transfer academic credit to Kent State University as admitted new undergraduate students, as active degree-seeking students or as returning students.

Transfer credit will be accepted for college-level courses (e.g., not remedial/developmental, eligible to count toward a degree) from institutional accredited or international equivalent institutions as determined by Kent State's Credit Transfer Office per the following conditions:

### College or University in Ohio:

- The student earned a minimum D grade (or Credit or Pass or Satisfactory) in fall 2005 or later.
- The student earned a minimum C grade prior to fall 2005.
- The student earned a minimum D grade (or Credit or Pass or Satisfactory) in fall 1990 or later that was applied toward an earned Associate of Arts or Associate of Science degree with a minimum overall 2.000 GPA.

### College or University Outside Ohio:

- The student earned a minimum D grade (or Credit or Pass or Satisfactory) in fall 2010 or later.
- The student earned a minimum C grade prior to fall 2010.

Effective fall 2010, upper-division and lower-division credit hours are awarded for transfer based upon the level of course to which they are equated at Kent State.

Accepted transfer credits are posted on the Kent State University transcript in semester hours based upon the number of hours earned at the source institution.

### Transfer credits hours count towards:

- Class standing
- Total credit hours earned for graduation at Kent State

### Transfer credits and grades will not count towards:

- Kent State Grade Point Average (GPA)
- Residence requirement
- Graduation honors
- Grade earned in an equivalent course at Kent State

### Transfer grades may be considered for:

- Prerequisites to a specific course
- Admission to and/or progression for a specific program

The Kent State college that houses the student's major determines the applicability of these courses toward the desired degree or certificate. Some programs may require students to earn higher grades in specific courses or requirements. Students will be held to the required grade and GPA standards for admission to and graduation from these programs.

Students who have attended schools that are not institutionally accredited or that are not candidates for such accreditation are not granted credit by the Credit Transfer Office for work completed there. The students' Kent State college, however, may grant such credit at its discretion. Although the evaluation of a student's performance at a non-accredited institution is considered in the admissions decision, any work completed at an accredited institution takes precedence. See the Alternative Credit policy in the University Catalog for more information on limits of credit hours.

## Transfer Credit Appeals Process

Students must submit in writing to the Credit Transfer Office (either by letter or email) an appeal regarding their transfer credit. Upon recommendation by the Transfer Review Committee, students will be notified of the outcome in writing.

## Active Students - Transient Coursework

Active undergraduate, degree-seeking students who wish to take college-level coursework at another institution (as described in the policies above) while continuing their studies at Kent State need to complete Transfer Course Planning form, in consultation with the academic advisor, prior to enrolling at the other institution.

After completing the transfer coursework, students are responsible for submitting an official transcript from the other institution to the Kent State Admission office. Students are discouraged from taking transfer coursework during their last semester because of the time necessary to receive and process transcripts, which may delay the student's graduation.

## Returning Students

All transfer policies described above apply to Kent State students who interrupted their studies at the university for one or more years, completed coursework at another college or university and are now returning to Kent State.

- Kent State students who have not attended for one year, were not academically dismissed and completed coursework at another college or university during their absence should refer to the Former Undergraduate Students section of the Admission of Undergraduate Students policy in the University Catalog.
- Kent State students who were academically dismissed and completed coursework at another college or university during their absence should refer to the Dismissal, Appeal and Reinstatement policy in the University Catalog.

## Reason for Policy

Ensures that students can transition from other institutions to Kent State while maintaining the academic integrity of their degrees. This policy allows the university to assess and validate prior learning, helping students avoid repeating courses and progress efficiently toward graduation, while upholding the university's academic standards.

## Procedures

The procedures below are for active, degree-seeking Kent State students who plan to take courses at another institution to transfer back to Kent State. Failure to complete these steps may result in coursework not transferring as expected.

1. Meet with their academic or faculty advisor to review program requirements, course prerequisites, remaining coursework, possible impact if repeating courses and transfer course equivalencies.
2. Complete the Transfer Course Planning form.
  - a. The form is valid for one term only (quarter, semester, etc.), or for one academic year for year-long study abroad/away opportunities.
  - b. The form is subject to all restrictions of the dean of the student's college.
3. Complete the Ad Hoc Consortium Agreement if applying for financial aid during the term at the institution or to continue eligibility.
4. After the grade for the transfer coursework has been assigned, students are responsible for submitting an official transcript from the other institution to the Kent State Admission office.

## Forms/Instructions

- Transfer Course Planning form
- Ad Hoc Consortium Agreement Form

## Additional Resources

- Credit Transfer Office
- Financial, Billing and Enrollment Center
- Financial Aid information for Transfer Students
- Ohio Guaranteed Transfer Credits
- Transfer Credit Guide

## Frequently Asked Questions

See the Credit Transfer website.

## Definitions

**Active Student:** An "active" student is one who is enrolled at Kent State University for a minimum 1 credit for one semester or longer without more than a one-year interruption.

**Credit Hours:** Units based on contact hours in a learning environment that are acquired for completed coursework applied toward a degree or certificate.

**GPA (Grade Point Average):** Grade point average is determined by the number of credit hours attempted at Kent State University and the grades received. The GPA is calculated to three places past the decimal point and is not rounded.

**Institutional Accreditation:** Institutional accreditation validates the quality of an institution as a whole and evaluates multiple aspects of an institution, including its academic offerings, governance and administration, mission, finances, and resources.

**New Student:** An official evaluation of transfer credit is completed for undergraduate students who have been admitted to the university and have submitted official transcripts from all post-secondary institutions previously attended.

**Prerequisite:** Course(s) or condition(s) required before enrollment in a more advanced class. Example: FR 13201 is a prerequisite for FR 13202.

**Ohio Transfer 36:** Ohio Transfer 36 (OT36) is a specific subset or the entire set of a college or university's general education requirements (Kent Core), developed by the Ohio Department of Higher Education. OT36 completed at one public Ohio college or university will automatically meet the requirements of the OT36 at the receiving Ohio institution, once the student is accepted. Students may be required, however, to meet additional general education requirements that are not included in the OT36.

**Transfer Student:** Any student applying to Kent State University who has attended any institution of higher learning since leaving high school.

**Transient Courses:** Courses approved for active Kent State University students who attended another accredited institution while maintaining enrollment at Kent State.

**Transient Student:** Any student enrolled in another college or university who will attend Kent State University for one term.

**Upper-Division Courses (30000-49999):** Upper-division credit should be awarded for courses that are major related with the specialization, breadth and depth in a particular field. These courses typically have prerequisites because it is understood that it is advanced study, and students need the proper knowledge before taking the course.

## Related Information

- Alternative Credit policy
- Admission of Undergraduate Students
- Dismissal, Appeal and Reinstatement
- Grade Point Average (GPA)
- Ohio Articulation and Transfer Policy
- Residence Requirement

## Revision History

**Amended August 2025:** Revised policy updated the format and language to reflect all of the current state and national transfer policies.

**Amended August 2016:** Revised policy merged information on transfer (students who transfer to Kent State and transient (Kent State students who take courses elsewhere).

**Amended August 2014:** Revised policy for Kent State transient students eliminated the 18-credit hour restriction; added requirements that students be enrolled at Kent State for at least one semester before applying and be in good academic standing for eligibility; extended approval for transient coursework from one semester to one year for students who plan to be away from Kent State for a year-long study abroad/away; and removed information about previously accepted grade for transfer, which changed from a C to a D grade in 2005 for Ohio institutions (and in 2010 for all accredited institutions).