

Faulkner University

Transfer-of-Credit Policy

Faulkner University is in possession of well defined and published policies for evaluating, awarding, and accepting credit for transfer and for credit by examination. Guidelines developed by the collaborative efforts of the American Association of Collegiate Registrars, the American Council on Education, and the Council for Higher Education Accreditation list the three key considerations pertaining to inter-institutional credit as follows:

1. The educational quality of the learning experience which the student transfers;
2. The comparability of the nature, content, and level of the learning experience to that offered by the receiving institution; and
3. The appropriateness and applicability of the learning experience to the programs offered by the receiving institution, in light of the student's educational goals. [Refer to [Council for Higher Education Accreditation](#) (CHEA) *A Statement to the Community: Transfer and the Public Interest*]

Many of Faulkner's policies used to ascertain the equivalency of transfer credit reflect the rationale indicated in the cited section.

Undergraduate Credits

The following policies of Faulkner University apply for the various categories under consideration for **undergraduate credits**.

- **Traditional Credit** (credit from schools with regional accreditation)

Faulkner University recognizes the attention to standards, the rigor contained within, the comprehensive nature, and therefore the validity intrinsic to the accreditation process. Therefore, Faulkner acknowledges the value of credit work completed by students at regionally accredited institutions. As a result, students transferring from regionally accredited colleges and universities are given credit based on an official transcript for any course with a "C" or better grade that is equivalent to any course in the student's curriculum at Faulkner University. Grades of D are not accepted for equivalent courses within the students' major but a student can request approval from the Dean of the appropriate college for grades of D (in general education courses) providing the student transfers in with an overall GPA of 2.0 (C) or better.

In addition, students already enrolled at Faulkner University may take a course at another institution and transfer that credit to Faulkner University either as a transient student or by utilizing Faulkner's [cross enrollment arrangement](#) with Huntingdon College and Auburn University at Montgomery. [Refer to this web link for the aforementioned policy: [UPM 1120](#)]

- **International Credit** (credit from international schools with recognized accreditation)

Faulkner uses professional evaluators when presented with the transcripts from international students (especially non-English speaking). The most commonly used are World Education Services and Lisano International (located in Auburn, Alabama).

- **Nontraditional Credit** (credit from schools without regional accreditation)

Without the assurances gained from institutions which fail to be assessed through a regional accrediting body, the Institution is hesitant and uncertain regarding the quality and hence equivalency of course work completed at these institutions. Therefore, Faulkner University does not accept credit from institutions not accredited by the Commission on Colleges of a regional accrediting agency such as the Southern Association of Colleges and Schools (SACS).

Exceptions *may* be made for transferees from institutions with which Faulkner University has negotiated special matriculation agreements. Credit *may* also be accepted from schools recognized by other accrediting agencies, including the Commission on Vocational and Technical Schools of SACS, according to the following policies:

1. A student may transfer no more than 15 semester hours from such schools.
2. A student must earn at least a 2.0 GPA on the first 12 Faulkner hours for such transfer.
3. A student may be required to take examinations to validate such credit.
4. A student must have a dean's approval for such credit to meet requirements of a major.

For the cases just described students may be required to supply a course syllabus, course description, or catalog so that the University's transcript evaluators can determine any FAU course equivalencies.

- **Credit for Standardized Tests and Educational Experiences**

Faulkner University is fully aware that learning is not restricted to the traditional classroom but can also occur through various other mediums and that colleges and universities are not the sole providers of teaching and learning in higher education. Students can and do receive education and training from a variety of sources including the military, the workplace, apprenticeship and

training programs and indigenous high school advanced placement programs. [Refer to page 6 of the [Council for Higher Education Accreditation](#) (CHEA) *[A Statement to the Community: Transfer and the Public Interest](#)*] When the knowledge and skills attained by students via these mechanisms is judged to be equivalent to courses at Faulkner the student is awarded credit for those experiences.

Faulkner University, like the majority of American higher educational institutions, awards the following types of examination credit from the following sources:

- College Level Examination Program (CLEP);
- Defense Activity for Nontraditional Educational Support (DANTES); and
- The College Board's Advanced Placement (AP).

Credits for CLEP and DANTES are awarded in keeping with the recommendations of the Commission on Educational Credits of the American Council on Education (ACE) for the corresponding course(s) at Faulkner. Refer to the following sources for the equivalent Faulkner courses granted for the appropriate credits from CLEP, DANTES or AP sources:

- [CLEP Equivalence Matrix](#)
- [AP Evaluation Matrix](#)
- [DANTES Evaluation Matrix](#)

In addition, military educational experiences are evaluated in keeping with the recommendations of the Office of Educational Credits and the Guide to Evaluation of Educational Experiences in the Armed Services. Similarly, credits for military educational experiences are awarded in keeping with the aforementioned ACE recommendations for the corresponding course(s) at Faulkner. If direct comparisons cannot be ascertained the military educational experiences are then granted as general elective credit.

A maximum of 60 hours of credit earned by CLEP, DANTES, military service training, and extra-institutional learning may be accepted in fulfillment of the requirements for the bachelor's degree (A maximum of 20 hours may be accepted from CLEP/DANTES; a maximum of 15 hrs. from technical colleges).

Apart from military educational experiences, students applying for admission to the BCJ Program will be given a preliminary assessment of all transcripts, military training, and minimum standards schools such as corrections and police academies and the Alabama Municipal Court Clerks and Magistrates Certification Program to determine the level and amount of credit that will be awarded. The assessment is performed by the Chair of the Department of

Criminal Justice and Legal Studies and the possible credits available are allocated based on the program sought by the prospective student.

Finally, Faulkner students have the option to challenge credits not allowed for transfer that they believe are valid courses. Students must fill out the University's Transfer Credit Appeal Form and submit to their academic advisor to initiate the process. The student will have to provide the relevant catalog section, course syllabi, and any other requested information by the University. The course is vetted at the departmental level and the final verdict is rendered by the appropriate Academic Dean.

Graduate Credits

The following policies of Faulkner University apply for the various categories under consideration for **graduate credits**.

The transfer of **graduate credits** follows the same guidelines for the process elucidated for undergraduate credits. However, unlike the standardized number of hours that can be transferred at the undergraduate level, the number of graduate hours accepted for transfer vary from one program to another. For each of Faulkner's six graduate programs the values are as follows [Refer to the appropriate graduate program section of the current [Faulkner Graduate Catalog](#) or [Thomas Goode Jones School of Law Manual](#)]:

1. 18 hours allowed for the Master of Arts in Biblical Studies;
2. 0 hours allowed for the Master of Science in Criminal Justice;
3. 6 hours allowed for the Master of Education;
4. 9 hours allowed for the Master of Arts in Liberal Arts;
5. 0 hours allowed for the Master of Science in Management due to the fact that the program is lock-step and previously taken graduate courses are not transferable;
6. 30 hours allowed for the Juris Doctor through the Thomas Goode Jones School of Law.

In every case, whether dealing with undergraduate or graduate credit, Faulkner University assumes full responsibility for both the quality and quantity of all coursework recorded on its transcripts.