**Rationale:**

This is not a change but rather a clarification of the current Graduate transfer credit policy. The update aims to clarify transfer credit requirements for each degree level.

Notes:

Black text – original language

Crossed out text – original language to be removed/replaced

Blue – new language

The full version of the current policy is at the end of this document.

**Graduate Transfer Credit**

Credit hours appropriate to the graduate degree in which a minimum grade of B was earned from an accredited institution can be transferred to the College, but grades and grade points cannot be transferred.

***Master level program (MS, MPS, MF and MLA)***

*Master level programs have a minimum of 24 credit hours taken at ESF requirement.*

Up to six credits of graduate coursework from an accredited institution **~~not used to complete another degree~~**may be accepted toward completion of a master’s degree as approved by the steering committee**.**

*Students with ESF undergraduate degree that earned ESF graduate coursework credit during their studies, may petition to have up to 9 of those credits applied to their master’s degree. I.e no more than 9 graduate credits can be applied towards both undergraduate and graduate degree from ESF***.**

~~Students may transfer no more than nine credits of credit-bearing~~**~~non-degree ESF~~**~~coursework to graduate degree programs.~~

***PhD programs***

Up to six credits of graduate coursework from an accredited institution **~~not used to complete another degree~~**may be accepted toward completion of a doctoral degree as approved by the steering committee.

Up to 30 credits of graduate level coursework **earned as part of a conferred master’s degree** may be transferred (by petition) to a doctoral degree with approval of the steering committee.

*Under no circumstances can the total number of transferred credits exceed 30 credits.*

***Certificate programs***

*A minimum of 90 percent of all credits applied to an ESF advanced certificate credential must be comprised of ESF credit. The advanced certificate is an official post-baccalaureate credential in New York State. However, it is not considered a degree program. Therefore, all credits satisfactorily completed for a ESF advanced certificate may also count toward a relevant ESF graduate degree.*

All transfer credit will remain tentative until official, final transcripts are received. It is the student’s responsibility to ensure that official, final transcripts are sent to and received by the College.

Original policy for the [website](https://www.esf.edu/graduate/prospective/admission.php)

**Transfer Credit**

Credit hours appropriate to the graduate degree in which a minimum grade of B was earned from an accredited institution can be transferred to the College, but grades and grade points cannot be transferred.

Up to six credits of graduate coursework **not used to complete another degree**may be accepted toward completion of a master’s or doctoral degree as approved by the steering committee**.**

Up to 30 credits of graduate level coursework **earned as part of a conferred master’s degree** may be transferred (by petition) to a doctoral degree with approval of the steering committee.

Students may transfer no more than nine credits of credit-bearing **non-degree ESF** coursework to graduate degree programs.

All transfer credit will remain tentative until official, final transcripts are received. It is the student’s responsibility to ensure that official, final transcripts are sent to and received by the College.