



OFFICE of the REGISTRAR

TRANSFER CREDIT POLICIES AND PROCEDURES

GRADUATE

Transfer of credit to SUNY Maritime College involves consideration of comparability of coursework and applicability of that coursework to a Maritime graduate degree program. This document of transfer policies and procedures will help you transition to the program of your choice at SUNY Maritime College.

The maximum number of transfer credits awarded towards a graduate degree, whether for courses taken before arrival or while a student at SUNY Maritime College, is 9 credits.

1. Graduate courses completed before entering graduate study at Maritime College for which transfer credit is desired should, upon admission, be presented for consideration to the Dean of Graduate Studies.
2. Candidates in graduate programs at Maritime College are required to receive the approval of their Department Chair or Graduate Program Coordinator before registering for graduate courses at other colleges if they plan to present them for transfer credit.
3. Graduate courses presented must be appropriate to the student's graduate program.
4. Graduate courses presented must have been given by an institution authorized to grant graduate degrees.
5. Graduate courses presented for transfer credit completed while the student was in undergraduate status shall be eligible for transfer.
6. Graduate courses presented must be completed with grades of B or better.
7. Unless submitted as part of the application for program admission, an official transcript of the student's record in the graduate course(s) presented for transfer credit should be sent to the Office of the Registrar.
8. An official description of the graduate course(s) should accompany the request for transfer credit.
9. Graduate courses accepted for transfer credit are not used in computing the student's academic average.
10. Credit for courses more than five years old may be denied based on currency issues, e.g., course content outdated, new technology considerations, student review of subject matter necessary.