

# TRANSFER CREDIT

The basic policy regarding the acceptance of courses by transfer is to allow credit for courses completed with satisfactory grades ("C" or better) at other accredited colleges and universities in the United States and Canada, provided the courses correspond in time and content to courses offered at Georgia Tech. The Institute will not accept credit for courses successfully completed at another institution but previously taken at Georgia Tech unless the final grade received at Georgia Tech is a "W." The student must request and file an official transcript of transfer courses before the Institute can award credit. Coursework completed at colleges and universities outside the United States and Canada will be evaluated on a case-by-case basis. Transfer credit is not calculated in the Georgia Tech grade-point average.

Students may attend another institution as a transient student during terms when not enrolled at Georgia Tech. Students should discuss their course selection with their academic advisor to ensure transferability and applicability toward their degree programs. With the exception of officially sanctioned cross-enrolled programs, students are not to be enrolled at Georgia Tech and another institution during the same term without the specific approval the Institute Undergraduate Curriculum Committee or Institute Graduate Curriculum Committee, as appropriate.

## Transfer Credit Policy

### Policy on Transfer Credit

- Only official transcripts from other schools may be used to evaluate and/or award credit.
  - New Undergraduate Students** must request that an official transcript from all previously attended colleges be sent electronically or mailed to the Admissions Office. E-Transcripts are preferred. Please follow instructions here: <https://admission.gatech.edu/apply/documents>
  - Current or Previously Enrolled Undergraduate:** must have an official college transcript from each previous institution. Send transcripts electronically from the University Registrar through an approved service (e.g. Parchment, National Student Clearinghouse, SCOIR, etc.). Select "Georgia Tech" or "Georgia Institute of Technology" as the recipient of the document. If electronic delivery is not available, please mail the transcript to the Registrar's Office:
    - Georgia Institute of Technology  
Office of the Registrar  
Transfer Credit  
Atlanta GA, 30332-0315.
- The basic policy regarding the acceptance of the courses by transfer is to allow credit for courses completed with satisfactory grades (C or better) in other accredited colleges provided the courses correspond in course credit and content comparable to courses offered at the Georgia Institute of Technology. For courses taken pass/fail at other institutions, our assumption in awarding credit is that a Pass is equivalent to a C. Georgia Tech assumes responsibility for the academic quality of any work or credit recorded on the institution's transcript. Transfer credits will not be accepted from schools that do not hold accreditation.
- Georgia Tech will not award credit for courses successfully completed at another institution which were previously taken at Georgia Tech, except attempts which resulted in withdraw (W).

- A petition to the faculty must be approved to use course work more than ten years old. Students will work with their academic advisor for guidance in submitting a petition to the faculty.
- Georgia Tech reserves the right to test the proficiency of any student in course work transferred from other institutions and to disallow credit in courses in which the student cannot demonstrate acceptable proficiency.
- Credit by exam listed on a previous institution's transcript will only be awarded at the time of admission to Georgia Tech.

### Transfer Credit for Online Courses

Georgia Tech accepts credit for coursework completed online. If the course is not listed on the transfer equivalency table, the course must be submitted for review to the Transfer Credit Site. Students must be an accepted GT student or current GT student to use the Transfer Credit site for course review.

If the transfer equivalency table states: *No Credit for Online Section*, students will need to submit a syllabus for the course to be reviewed. Please allow time for review and the update on the equivalency table.

### Requesting Transfer Credit for Courses Not Previously Evaluated

- Check the online equivalency database for updates.
- Questions for the Registrar's Office Transfer Credit team of any credit that was not awarded, send an email to [dc@registrar.gatech.edu](mailto:dc@registrar.gatech.edu)
- Using the Transfer Credit web site, submit courses for evaluation. This site is reserved for accepted undergraduate students only.

### About Transfer Credit

- Georgia Tech does not offer correspondence courses and does not grant credit for correspondence courses taken at other institutions. Academic units reserve the right to take such things as delivery method into consideration. For example, on-line courses and computer-instructed courses may not be accepted by some academic units for credit.
- Georgia Tech does not grant credit for the College Level General Educational Development Tests, CLEP, USAFI courses, or courses completed at any United States armed services, with the exception of the military academies and schools with full accreditation.
- Georgia Tech does not grant credit for professional certificate programs.
- The following items are among other circumstances in which non-resident credit is not granted:
  - Courses previously completed at Georgia Tech.
  - Remedial courses or Learning support courses.
  - Courses basically secondary school or pre-college level.
  - Courses with essentially non-academic content.
  - Vocational courses.
- Non-resident credit is not computed as a part of the student's grade point average at Georgia Tech. Georgia Tech transfers credits, not grades. Grades for courses completed at other institutions are not calculated into the Georgia Tech GPA.
- Once enrolled at Georgia Tech, students are not allowed to take College Board (Advanced Placement and SAT II), International Baccalaureate or A-Level Examinations for credit. All examinations must be completed prior the student's enrollment date. Students who offer satisfactory evidence that they are qualified to do so may

receive credit for a course by examination at Georgia Tech. Such an examination is called an "Examination for Advanced Standing."

More information:

[Transfer Equivalency Catalog](#)