

## WESTERN STATE UNIVERSITY COLLEGE OF LAW Transfer Credit Policy

**Approved by:** SVP Academic Affairs

**History:** Implemented – 9/18/12

Revised –

**Related Policies:**

**References:**

### Transfer of Credit Earned Before Admission

1. Review of Transcript.

The Registrar will review the academic record of a transfer student admitted by the College of Law to determine the acceptance of courses, units, and credits. The student will be notified by the Registrar of the courses accepted in transfer and the College of Law courses satisfied by the acceptance of transfer credits. The number of credits a student may transfer from a school of law accredited by a state law school accrediting agency may not exceed twenty-nine (29) units.

2. Conditions Of Course Transfer.

A transfer student may apply credit(s) for such course(s) toward satisfaction of the College of Law's graduation requirements subject to the following conditions:

a. All courses required for graduation must be successfully completed at the College of Law except for comparable courses successfully completed at the student's prior institution.

b. The student will receive credit for courses taken only if the grade received is equal to or higher than the grade point average required for graduation at the student's prior institution.

c. All grades for which credit is transferred will be reported as pass on the student's transcript for the purposes of computing academic averages of the student at the College of Law.

d. The number of credits transferred for each course will be equal to either the credits awarded by the student's prior institution or the credits awarded by the College of Law for the equivalent course, whichever is fewer.

3. Graduation Requirements For Transfer Students.

A student who transfers to the College of Law from another institution is subject to the same graduation requirements as is any other matriculated student of the College of Law, except that a transfer student is not required to take the Introduction to Legal Methods course.

4. Foundation Law Points Requirement.

A Student who transfers to the College of Law is subject to the foundation law points program. (See Section III.D.3.d.).

**Transfer of Credit Earned After Admission to the College of Law**

1. Approval Requirement.

A student, in good academic standing at the College of Law, who wishes to take a non-required course at another law school approved by the American Bar Association must receive prior permission from the Registrar. A student may receive credit for such courses subject to the requirements described in Section V.K.

2. Required Courses.

A student enrolled at the College of Law may not receive credit for any course designated as a required course or a foundation law point course by the College of Law if that course was taken at another law school after that student's matriculation at the College of Law. However, if the student has failed a required course and can demonstrate extraordinary circumstances, the Associate Dean of Academic Affairs may grant the student permission to take the required course at an ABA approved law school.

3. Summer Abroad Programs.

a. A student in good academic standing may receive credit for courses taken at other law schools that offer summer abroad programs. Acceptance of such credits is subject to the requirements described in Section V.K.

b. A student wishing to participate in another law school's summer abroad program and have credits accepted by the College of Law must complete and submit to the Registrar a petition provided in the Student Services Office. Approval for participation in such programs will be given if the student is in good academic standing, is eligible to participate in the program and the proposed course work does not duplicate coursework already undertaken by the student.

c. A letter of good standing and permission to attend will be sent to the sponsoring institution upon approval of the student's petition by the Registrar.

d. Credit will be given to the student upon receipt of an official transcript from the sponsoring institution and only for courses in which the student earned grade of C or above or its equivalent.

e. Students may learn more about summer abroad programs from the Student Services Office.

### **Transfer Between Programs Of Study**

1. Permission to Transfer.

A student may transfer between the full time and the part time program only with the permission of the Associate Dean for Academic Affairs. Approval of such transfer shall take into consideration the effect such transfer shall have on the student's course load and future course scheduling.

2. Financial Aid Consequences.

A student must consult with the Director of Financial Aid before his or her transfer being approved to determine the impact such transfer will have on his or her financial aid.