

Transfer Credit Request Form

Student name: _____ Today's date: _____

Phone: _____ Email address: _____

Status:

- Current student
- New student to enroll in _____/_____ (semester/year)
- Prospective student

MABTS degree program: _____

Institution(s) and degree program(s) from which credits are to be considered:

MABTS must have a transcript from the previous institution(s) in order to evaluate possible transfer credits.

Transfer Credit Standards

- MABTS only accepts transfer courses from institutions with accreditation on par with our SACS accreditation.
- Courses considered for transfer must have been completed with a "C" or higher.
- Remedial courses or courses where no credit was earned will not be considered for transfer.
- Only the number of electives that are granted for a specific degree may be transferred.
- Students must submit an official transcript for each course to be transferred. Course descriptions may be required in some cases.
- Associate 60-hour programs may transfer in up to 30 hours.
- Bachelor 120-hour programs may transfer in up to 90 hours.
- Master 90-hour programs may transfer in up to 60 hours.
- **Four (4) weeks are required for the transferring of credit process.** Students should consider this time constraint if transfer approvals are needed when planning for upcoming registration.

