UNIVERSITY OF
SOUTH ALABAMA

# School of Computing Transient Credit Policy

## 1. Purpose

This policy describes the policy for students to apply for and receive transient credit earned at another institution.

## 2. Applicability

This policy applies to SoC students seeking transient credit.

## 3. Definitions

3.1. **Good Academic Standing –** A student is determined to be in good academic standing if they have a GPA of 2.0 or above and are not currently on academic probation or suspension.

## 4. Policy Guidelines

4.1. **Transient Credit for 100 and 200 level classes:** The School of Computing will defer to the University of South Alabama transient credit policy which allows for students to receive transient credit for any courses that have been determined to be articulated equivalents and are available to be transferred in for credit.

   4.1.1. **Applying for 100 and 200 level Transient Credit:** Students in good standing who are selecting 100 - 200 level courses that are articulated equivalents will submit a transient approval form through the DocRoute system. This form can be found on the USA Registrar's website: https://www.southalabama.edu/departments/registrar/records/transferassistance/transientpolicy.html

4.2. **Transient Credit for 300 and 400 level classes:** A USA School of Computing (SoC) student in good academic standing may be approved to take courses, including required general education courses, at another institution on a transient basis.

   4.2.1. Students enrolled in the SoC must receive **prior** approval from the Soc Dean's Office before taking any courses at another institution.

   4.2.2. Transient credit will only be accepted from regionally accredited institutions, where there are reasonable course equivalencies **when a grade of C or better is earned for the course.** It is the responsibility of the student to determine the accreditation status of any institution where they intend to take courses as a transient student.

4.2.3. Transient credit may be earned for any course which a student would be allowed to transfer into the SoC program upon enrollment at USA.  **Approval will generally not be given, without extenuating circumstances, for courses needed to meet SoC Core or SoC Elective Requirements.**  If the course is a SoC  Core or SoC Elective Requirement, prior approval of the Department Chair is also required.

4.2.4. **Applying for 300 and 400 level Transient Credit:**  The Transient Credit Approval Form must be completed to provide written permission, specifying which courses are to be completed, at which institution, and their equivalent courses at the University of South Alabama.  The Transient Credit Approval Form must be signed by the SoC Associate Dean or Dean and, if the course is a major requirement, the Department Chair, and be submitted to the student's Academic Advisor **prior** to the transient course being taken.  A copy of the completed Transient Credit Approval Form must also be filed with the University Registrar.  This form is available on the School of Computing website.

4.2.5. Students may **not** receive transient credit for courses they have previously taken at USA or for courses in which they have not met the USA prerequisites.

4.3     **Failure to obtain prior approval may result in loss of transfer credit** for the requested course.

4.4     **Transcripts:**  Students must request that an Official Transcript be sent from the transient institution to USA within 90 days of completion of the approved course(s).