

Spring 2019

Transfer Credits: MLIS Guidelines

Transferring graduate coursework into VSU MLIS is discussed on an individual basis with your advisor. If a student wishes to transfer in comparable graduate-level course, they must provide the course description comparable to that in the university catalog, the syllabus, and other course materials to the advisor to determine course equivalence/similarity. If the advisor determines the course is an appropriate transfer course, a course substitution form will be sent to the Graduate School for approval. The course substitution form specifies the course, hours, institution of origin, and how the course should be applied (e.g., general elective or a course substitution for an existing course in the curriculum). All transfer requests are subject to approval by the Associate Provost for Graduate Studies & Research, and grades transferred fall under the current deficiency point system.

Acceptance of transfer credit is based on the following criteria:

- Maximum of **six** credit hours can be transferred.
- Transferred courses cannot be more than seven years of age at the time of admission to the MLIS program.
- The credits were earned at an institution that is regionally accredited.
- The credits were earned with a grade of B or better.
- MLIS 7000 and MLIS 7800 must be completed at Valdosta State University and cannot be transferred.