

Transfer Credits: MLIS Guidelines

Approved by the MLIS Faculty, Fall 2007

Revised by the Curriculum Committee and approved by the MLIS Faculty, Spring 2011

Program of Study Requirement

If a student is seeking transfer of credits into a graduate program, the Graduate School requires a Program of Study.

The Graduate School policy reads as follows:

Students seeking a second master's degree must submit a Program of Study that is approved by the program and faculty advisor, department head, and Dean of the Graduate School. The Program of Study should list all courses to be taken for the second graduate degree. Transfer courses not from a completed graduate degree are limited to six semester hours and cannot be older than seven years at the time of the second degree's completion. Courses may be drawn from a previously completed graduate degree upon the approval of the program and faculty advisor, department head, and Dean of the Graduate School. No graduate course in either category may be used in which the grade was below a "B." No more than nine semester hours from a previous graduate degree may be used.

Criteria for Transfer Credits

- Maximum of **nine** credit hours from a previous completed graduate degree may be used. No time limit applies in this category.
- Maximum of **six** credit hours of transfer courses that did not apply to a degree. Courses in this category cannot be older than seven years at the time of completion of the MLIS degree.
- Categories A + B cannot exceed nine credit hours.
- Transfer of credits for graduate courses requires the development of a program of study using the appropriate form located on the MLIS Academic Advising page at http://www.valdosta.edu/mlis/student_resources/advising.shtml. The advisor will draft the program of study in consultation with the student. When the advisor and student have agreed, they will sign the Program of Study form and forward it to the Program Director.

Criteria for Requests to Waive Core Courses

1. To waive MLIS 7000, the student must have completed a course with comparable description and objectives from an accredited MLS/MLIS program.
2. To waive MLIS 7100, the student must have completed a course with comparable description and objectives. A reference course from a school media program that exclusively covered information sources and services for youth does *not* qualify.

3. To waive MLIS 7200, the student must have completed a course with comparable description and objectives. Coverage of management in either the public sector or not-for-profit sector is a requirement.
4. To waive MLIS 7300, the student must have completed a course with comparable description and objectives. A cataloging course from a school media program will *not* qualify unless the course included Library of Congress Classification and non-MARC metadata.
5. To waive MLIS 7700, the student must have completed a course with comparable description and objectives. Coverage of both qualitative and quantitative methods is a requirement.