TRANSFER RULES

Students within the University System of Georgia (USG) must declare one home institution at a time. Students who transfer from one institution to another automatically change their home institution.

Students must meet the USG-specified minimum number of hours in each Core IMPACTS General Education area.

Students successfully completing a course in one institution's Core IMPACTS area will receive full credit for the course within the Core upon transfer to another USG institution as long as the following conditions are met:

- The course is within the Core IMPACTS' hours limitations of either the sending institution or the receiving institution and
- The student does not change from a non-science major to a science major

Students successfully completing a course in one institution's Field of Study: Major Related Area will receive full credit for the course upon transferring to another USG institution as long as the student retains the same major.

Receiving institutions may require transfer students to complete the requirements as specified for native students. However, the total number of hours required of transfer students for degree must not exceed the number of hours required of native students for the same major.

Students who wish to take Core IMPACTS courses (including distance learning courses) from a USG institution other than the home institution, either concurrently or intermittently, may request transient permission to take and receive credit to satisfy the home institution's Core IMPACTS requirements.

Provided that native and transfer students are treated equally, institutions may impose additional reasonable expectations, such as a grade of "C" or better in Core IMPACTS courses.

Students transferring outside the University System should consult the catalog of the institution to which they intend to transfer. Course substitutions require written approval.

Chief Transfer Officer

Each institution will designate a Chief Transfer Officer (CTO) to facilitate the transfer of students within the USG. The CTO must have senior administrative and/or faculty status. The CTO is the contact person for students, faculty, advisors, records and admissions personnel, and academic administrators when problems related to transfer of Core IMPACTS and Field of Study course work across USG institutions occur. However, CTOs should also be proactive and work to develop institutional procedures that minimize transfer problems. Students with questions or concerns about the transfer of credit between USG institutions should contact the CTO at the receiving institution. Dalton State's registrar serves as the CTO.