

Information about Transferring Courses to HGTC

HGTC will accept for transfer all applicable and appropriate credits. Every effort will be made to recognize the previous educational experiences of the student, while applying appropriate quality assurances for graduation purposes.

Transfer credits require a grade of "C" or better.

Course must show on an official transcript from a regionally accredited institution, and an official copy of this transcript must be on file at HGTC.

Transfer credit does not calculate into the student's grade point average while attending HGTC.

Credits transferred and/or exempted from other institutions may not exceed 75% of the total credits HGTC requires for graduation.

Statute of Limitations: Courses that meet the above-mentioned criteria are accepted for varying time limits as recommended by department chairs. The Registrar's Office uses an approved list when evaluating transfer credits. This applies to both internal and external courses. Any student whose courses were taken in excess of the approved time limit prior to evaluation is encouraged to take credit by proficiency examinations, where available, for validation of knowledge. When recommended by department chair and approved by appropriate administration, alternate validation of course competencies may be accepted.

Transfer and evaluation of transfer credit is at the discretion of the Registrar's Office and department chairs, when applicable.