

## Information about Transferring Courses to HGTC

Horry-Georgetown Technical College will accept transfer credits from institutions accredited through an agency recognized by the U.S. Department of Education located at [ope.ed.gov](http://ope.ed.gov). Acceptance of credits will be at the discretion of the Registrar in consultation with the appropriate Department Chair or appropriate supervisor when necessary with adherence to the following requirements and/or standards.

- A. Credit for a course must show on an official transcript from the originating institution which awarded the credit, and this transcript must be a part of the student's record at Horry-Georgetown Technical College. The originating institution is defined as the institution in which credits were originally earned.
- B. Credit hours transferred will count as hours earned toward the total credit hours required for graduation.
- C. In order to transfer credits, a grade of "C-" or better must have been earned in the course.
- D. Credits being transferred must closely parallel credits being offered by Horry-Georgetown Technical College in content and number of credits.
- E. The College has a statute of limitations on courses. Courses that meet the abovementioned criteria are accepted for varying time limits as recommended by Department Chairs and approved by Academic Deans and the Executive Vice President for Academic Affairs and Workforce Development. Any student whose courses were taken in excess of the approved time limit is encouraged to take credit by proficiency examinations, when available, for validation of knowledge. Students enrolled in certain programs (i.e., Health Science) may have more time limits that are stringent on core courses. The department chair and/or academic advisor will advise students accordingly.