

HORRY-GEORGETOWN TECHNICAL COLLEGE

# POLICY

Number: 9.1.7  
Title: Transfer Credit Evaluation  
Authority: Title 59, Chapter 53, Sections 810-860 of the  
1976 Code of Laws of South Carolina, as Amended  
Responsibility: Vice President for Student Affairs

Original Approval Date: 09-09-1993  
Last Cabinet Review: 08-16-2017  
Last Revision: 08-18-2017

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Chairperson

Horry-Georgetown Technical College will accept transfer credits from an institution accredited as degree granting by a regional accrediting body for higher education. Acceptance of credits will be at the discretion of the Registrar in consultation with appropriate the Department Chair 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 Division Deans and the Vice President for Academic Affairs. Registrar's Office staff will use this approved listing when evaluating transfer credits. Any student whose courses were taken in excess of the approved limit prior to evaluation is encouraged to take credit by proficiency examinations, when available, for validation of knowledge. Students enrolled in certain programs (i.e., Health Science) curricula may have more time limits that are stringent on core courses. The Department Chair and/or academic advisor will advise students accordingly.

F. Exceptions to credit that may be accepted that was not earned at an institution accredited as degree granting by a regional accrediting body for higher education include the following:

1. Curriculum students who wish to have post-secondary work which has been completed at foreign institutions considered for transfer credit will be required to obtain an external course-by-course evaluation of their coursework from World Education Services, Inc.(WES) or Educational Credential Evaluators, Inc. (ECE)

2. Coursework may be accepted if completed at a degree granting post-secondary institution accredited by a National, Professional or Specialized Accrediting Body.

3. Credit can also be accepted if completed in a non-collegiate setting such as military schools or through PONSI (Program on Non Collegiate Sponsored Instruction) if the credit has been evaluated and recommended for credit by the American Council on Education (ACE).