

Transfer Credit Policies

Policy/Procedure

General Policies for All CGSE Programs:

- Dickinson students who have been granted permission to study off-campus must take a normal full load of classes as defined by their program or host institution.
- Only liberal arts classes will qualify for transfer credit.
- Generally speaking, courses must have an equivalent at Dickinson. Exceptions include classes that focus on the culture and/or history of the country in which a student is studying.
- Transfer credit will not be awarded for coursework that duplicates what a student has already completed at Dickinson.
- Transfer credit is awarded only for classes in which a student earns a grade of “C” or better. However, all courses for which a student has registered will appear on the transcript, along with the corresponding grades.
- Grades for courses taken at a cooperating institution (including all non-Dickinson programs) are recorded on the transcript but are not included in the GPA (see exceptions for Dickinson and Dickinson Partner Programs below).

Specific Policies for Dickinson and Dickinson Partner Programs:

- Dickinson students enrolled in a Dickinson or Dickinson Partner Program abroad may receive up to a maximum of 4.5 course credits for one semester.
- Some programs require a separate pre-program orientation course that may yield an additional credit (please consult your program-specific handbook for more information).
- Please note that not all programs will provide half courses (.5 credit).
- To take more than 4.5 credits per semester, a student must petition Katie DeGuzman, Dean and Director of Education Abroad. If a student registers for more than the maximum credits allowed without permission of the Center for Global Study and Engagement, the course credit will not transfer. Students will also be responsible for any additional fees for doing this.
- Grades for Dickinson courses taught at Dickinson Centers (i.e., courses approved by the Academic Program and Standards Committee and taught by faculty approved by the Faculty Personnel Committee) are included in the GPA, regardless of the grade earned.
- The following courses taken at cooperating institutions have been approved as “Dickinson courses” by the appropriate academic departments. Letter grades earned will be included in the GPA for:
 1. University of East Anglia (Norwich) courses in English, American studies, economics, art and art history, theatre, film studies, music, history,

philosophy, and religion. Courses in sociology except for core courses 240, 241, and 330/331, for which pre-approval is required.

2. University of East Anglia (Norwich) courses in biology, chemistry, environmental science, environmental studies, Earth Sciences, mathematics, and computer science.
3. All courses taken through the School for Field Studies on approved Partner Programs.
4. All courses taken at the Intercollegiate Center for Classical Studies (ICCS) in Rome, Italy.
5. All psychology courses approved by the Psychology department.

Upon return to Dickinson, students must complete an Enrollment in Another Institution Form. Seniors are required to submit this form prior to the course request period for their last semester. If the form is not in the Registrar's Office by that time, the student will not be permitted to participate in the course request period. Please note that this form is required only when a student is seeking major, minor, or distribution credit for coursework completed at a cooperating university or through the Dickinson in Yaoundé program. The form is not required for Dickinson Center courses, or for courses at a cooperating university for which a student is seeking only general credit. After obtaining the required signatures, the student should bring the form to the Center for Global Study and Engagement. The form will then be forwarded to the Registrar's Office.

Specific Policies for Non-Dickinson Programs:

1. Dickinson students enrolled in a non-Dickinson program may receive up to a maximum of 4 course credits for one semester.
2. To take more than 4 credits per semester, a student must petition Katie DeGuzman, Dean and Director of Education Abroad. In the Director's absence, students may also address their petitions to the Associate Provost and Executive Director of CGSE. If a student registers for more than the maximum credits allowed without the permission of the Center for Global Study and Engagement, the course credit will not transfer.

Related Information

https://www.dickinson.edu/info/20056/center_for_global_study_and_engagement/2672/policies

History/Revision Information

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Also Found In: