Transfer of Credit

All graduate study credits offered as transfer credit must meet the following criteria:

- No more than six credit hours of graduate work may be transferred from another institution, unless the program has special approval by the Graduate Council. When changing programs within the University of Maryland, the student may request inclusion of credits earned at the University of Maryland. When moving from non-degree to degree-seeking status, Advanced Special Students may transfer up to twelve (12) graduate credits to the degree program, subject to the approval of the Graduate Program.

- The advisor and Graduate Director will need to certify that transfer courses are applicable to the student's program and, for non-University of Maryland courses, that the courses have been revalidated.

- Credit must have been granted by a regionally accredited U.S. institution or foreign university. If the latter, evaluation by the staff of the International Education Services and the Graduate School is required.

- The courses must be graduate level and have been taken for graduate credit at the original institution.

- The student must have earned a grade of "B" or better in the course.

- The credit must not have been used to satisfy the requirements for any other degree.

- The student must furnish an official transcript to the Graduate School.

- Transfer work satisfies only the 400-level requirements for the master's degree and does not apply to the upper-level requirements.

- The transfer course work must have been taken within seven years of the award of a University of Maryland master's degree for which the student is currently enrolled. (All other course work must be taken within five years of the award of master's degree.)

A student seeking acceptance of transfer credit is advised to submit the necessary transcripts and certification of program approval to the Graduate School as promptly as possible for its review and decision. It should be noted that programs may impose more stringent requirements and time limitations concerning the transfer of credits. In such cases the Graduate School must be notified accordingly. A form for Transfer or Inclusion of Credit is available online on the Graduate School's webpage: http://www.gradschool.umd.edu/forms.