

9.5 Institutional credits for a graduate or professional degree

At least one third of the credit hours required for a graduate or a post- baccalaureate professional degree are earned through instruction offered by the institution awarding the degree.

Compliance Judgment: In Compliance

Policy and dissemination of requirements. The University of South Carolina Aiken offers four graduate degrees: a Master of Business Administration, a Master of Education in Educator Leadership, a Master of Education in Educational Technology, and a Master of Science in Applied Psychology. An annually published Academic Bulletin, which is available online, informs students of program requirements and relevant policies. As indicated in the Academic Bulletin, the Master of Business Administration is a 30-40 semester hour program, and only [6 semester hours \(15%-20%\) may be transfer credit](#).^[1] Both Master of Education degrees are 36 semester hour programs with up to [12 semester hours \(33%\) of which may be transfer credit](#).^[2] The Master of Science in Applied Psychology is a 60 semester hour program with up to [12 semester hours \(20%\) of which may be transferred credit](#).^[3]

Documentation of transferred credit. Figure 9.5 provides an illustrative example of the workflow with links to the appropriate documentation that is created when a student transfers credits.

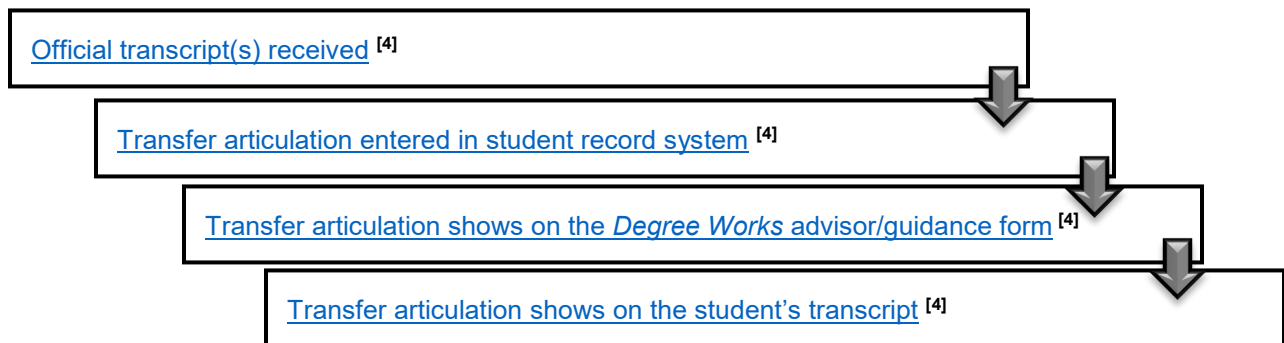


Figure 9.5. Workflow of documented transfer credits with links to illustrative example

Transferred credits, the institution from where credits are transferred, and the semester when the credits were earned are documented in the student record and are displayed on an advisor/guidance form in *Degree Works* and on the student's transcript.

Policy Assurance. To ensure compliance with this policy, students wishing to receive a degree from the University must complete a degree application in the Office of the Registrar by the published deadline for the semester in which they anticipate completion of degree requirements. When the form is complete, the Registrar will attach a printout of the student's academic work so that the student can take the application and the academic record to his or her advisor for review. After the initial review by the advisor, the form is given to the respective department chair or school dean who verifies that the student has met degree requirements, pending satisfactory performance of any course work to be completed that semester.

Tables 9.5 shows the number of graduate degree recipients for each semester over the past two years who have tripartite percentage of degree credits completed in residency. These data illustrate compliance with the standard for the past six semesters; no students awarded a degree fell in the bottom third. Students rarely transfer credits toward graduate degree programs at USC Aiken. Over the past 2 years, only five students have transferred credit; two students transferred 6 semester hours, and three students transferred 3 semester hours.

Table 9.5. Number of Students within Thirds of USC Aiken Credits Completed for Graduate Degrees Awarded

Semester degrees conferred	Total number of degrees awarded	Graduate credits completed in residency		
		Less than 33%	33%-66%	67%-100%
Spring 2020	31	0	0	31
Fall 2019	23	0	0	23
Summer 2019	3	0	0	3
Spring 2019	15	0	0	15
Fall 2018	5	0	0	5
Summer 2018	14	0	0	14

Supporting Documentation

1. [Academic Bulletin: Master of Business Administration Transfer Policy](#)
2. [Academic Bulletin: Master of Education Transfer Policy](#)
3. [Academic Bulletin: Master of Science in Applied Psychology Transfer Policy](#)
4. [Illustrative example of transferred credit](#)