



## **Kutztown University Policy ACA-019**

---

### **Transfer Credits**

#### **A. Purpose**

The purpose of this policy is to define the transferability of credit from other institutions. This policy also defines the maximum number of credits transferred from other institutions that can be used to fulfill the requirements for undergraduate majors and minors.

#### **B. Scope**

This policy applies to all undergraduate students.

#### **C. Key words and phrases:**

Upper Division courses – courses numbered 200 and above.

#### **D. Policy & Procedure(s)**

1. Credit will be given only for equivalent courses successfully completed at regionally accredited degree-granting institutions of a collegiate level.
2. All undergraduate students are required to complete at least 30 of their last 60 credits at Kutztown University.
3. All undergraduate students are required to complete at least fifty percent (50%) of their major credits at Kutztown University. Major credits do not include Directed General Education, Concomitant, or Free Elective credits.
4. To earn a minor, students are required to complete at least six of the required credits at Kutztown University. The courses taken to fulfill this requirement must be Upper Division courses.

In some cases, to comply with the above requirements, a student may need to complete more than 120 credits.

#### **E. Effective Date**

2023

#### **F. Approved By**

University Senate – September 7, 2023  
President – September 25, 2023



**G. Last Reviewed**

August, 2009  
August, 2010  
August, 2011  
August, 2012  
August, 2013  
August, 2014  
August, 2015  
August, 2016  
August, 2017  
August, 2018  
August, 2019  
August, 2020  
September, 2023