

TRANSFER WORK

Los Angeles Pacific University (LAPU) accepts graduate-level academic credits transferred from other colleges or universities according to the following criteria:

- The college or university must be an institution of higher education accredited by an organization recognized by the U.S. Department of Education and the Council for Higher Education Accreditation. These accrediting bodies mandate assessment and other quality control systems that give LAPU a high level of confidence in their programs.
- Coursework must be designated on the official transcript as graduate-level.
- Students must have completed the transferred courses within the past seven years and earned a minimum grade of B-. Courses taken more than seven years previously may be considered on a case-by-case basis.
- Transfer credit can account for a maximum of one-third of the total program credits for a graduate degree.
- The transferred courses must apply to a LAPU graduate degree program as the equivalents of required courses (i.e., providing a similar knowledge base and/or competencies).
- Enrolled LAPU students who would like to transfer coursework from another university into LAPU must submit a *Transfer Inquiry* form to the Office of the Registrar and receive approval before registering for a class at another institution.
- An official college transcript must be submitted to LAPU by the issuing institution in order for such coursework to be evaluated for transfer of credit.