



ONLINE UNDERGRADUATE TRANSFER POLICY SUPPLEMENT

This document serves to provide additional explanation regarding transfer equivalency for undergraduate credit in accordance with policy 104.000 [Transfer Credit Policy](#).

Courses Eligible for Transfer

In order to receive full credit for a course, the course must be completed at a college/university accredited by or having candidate status with a regional accrediting organization, ABHE, TRACS, or other accrediting agency recognized by the American Council on Education (USDE).

- Courses must be submitted on an official transcript.
- Courses must be college-level.
- The student must have an earned grade of "C" or above. (Note: A grade of "S" or "P" may not constitute a "C" or better.)
- A 2-hour course can meet the requirement of a 3 hour course, but the student must make up the additional hour.

Standardized Test Acceptance

- Advanced Placement (AP); see Undergraduate catalog
- American Council on Teaching of Foreign Languages (ACTFL); see Undergraduate catalog
- College Level Examination Program (CLEP); see Undergraduate catalog
- International Baccalaureate (IB) ; contact the Office of the University Registrar
- Cambridge International Exams (AICE); see Undergraduate Catalog

Complex Transfer Situations

Unaccredited Institutions

- Student must submit an Unaccredited Institution Review form (available upon request from the Admissions or Registrar's office).
- If approved, 2/3 credits can be awarded with a maximum of 31 hours.
- Approval is valid for 3 years, after which the institution must be reevaluated.

International Schools

- Must be evaluated by an outside agency such as WES or AACRAO.
- The student is responsible to submit any materials and pay associated fees.

Military Transfer

- Credit is awarded based on the official transcript from the military.
- ACE recommendation must be submitted for the course.
- Military credit is designated as upper or lower division by ACE.

Torchbearer Schools

- Student must provide the following for evaluation:
 1. An official transcript
 2. A portfolio including class notes taken during courses, any projects or assignments completed, any tests taken, a list of reading assignments completed, and a list of ministry experiences.
 3. A 1000 word essay (typed, double spaced) summarizing the educational experience at the Torchbearer School. In the essay, students should explain how their experience at the Torchbearer School helped them grow in the areas of Biblical knowledge, ministry skills and spiritual life. The student should also include any mission trips they took, any outreach and evangelism that were done and any other outreaches or service projects that were experienced.

- The student will be notified of credit evaluation within 30 days of student submission with a maximum of 31 hours awarded. Most commonly students will receive half of these credits toward their field of study and half toward general electives.

Courses without a specific transfer policy, but of similar title and content to courses below, may transfer from an accredited institution.

Bible/Theology/Ministry

12-18

Bible, theology, and ministry courses from a Christian college or university may transfer to meet these 18 credit hours. Course-by-course equivalency or 18 hours of other specific Bible/Theology content may meet this requirement. Students transferring more than 60 hours must complete 12 hours of Bible/theology/ministry courses and 6 hours of interdisciplinary Bible-related courses to meet this requirement.

Course Number	Course Name	Transfer Note
BIB 1005	Old Testament Survey	<i>Similar course title or other Bible/theology content course</i>
BIB 1010	New Testament Survey	<i>Similar course title or other Bible/theology content course</i>
ICS 1210*	Discovering the Mission of God	<i>Similar course title or other Bible/theology content course</i>
MSD 1110*	Encountering Spiritual Formation	<i>Similar course title or other Bible/theology content course</i>
THE 2010	Survey of Bible Doctrine	<i>Similar course title or other Bible/theology content course</i>
THE 3010	Biblical Theology of Leadership	<i>Similar course title or other Bible/theology content course</i>

***Waived for students transferring 60+ credit hours.**

General Education

30-39

Acceptable courses for this requirement include general, introductory, principles of, and foundational courses. Application, skill, or Bible/theology courses do not satisfy this requirement. The purpose of general education at Columbia International University is to provide students a foundation for life-long learning, to cultivate the life of the mind, and to expand their global perspective. General education introduces students to a breadth of knowledge in the following disciplines: humanities/fine arts (3 hours min), natural science/mathematics (3 hours min), social science/behavioral science (3 hours min) and communications (6 hours min). Students with an earned Associates Degree from an accredited institution or 45+ hours of transfer, that meet the four disciplines as established by ABHE and have 30 semester hours minimum of general education, will fulfil all general education requirements (except RES 3010 and LDR 3010) of the bachelor's degree. If not all four disciplines are met, the credits will be evaluated on an individual basis.

Communications	Humanities/Fine Arts	Natural/Info Science	Social/Behave Science
6 hours minimum in this discipline.	3 hours minimum in this discipline.	3 hours minimum in this discipline.	3 hours minimum in this discipline.
General Ed requirement:			30 semester hours total.

See appendix A for specific courses that qualify in each discipline.

Course Number	Course Name	Transfer Note
MAT 2010	Personal Financial Management	<i>Any mathematics course may meet this requirement</i>
COM 1010	Communication for Leaders	<i>Any communication course may meet this requirement</i>
CPT 1010	Technology for College	<i>Any computer course may meet this requirement</i>
ENG 1010	College Writing and Research I	<i>Any first year composition course (course one on a two course sequence) may meet this requirement</i>
ENG 1020	College Writing and Research II	<i>Any first year composition course (course two on a two course sequence) may meet this requirement</i>
HIS 2010	World Civilizations	<i>Any history course may meet this requirement</i>
SCI 2010	Earth Science	<i>Any science course may meet this requirement</i>
RES 3010	Research and Concept Development Skills	
PHI 1010	Philosophy and Worldview	<i>Any philosophy course may meet this requirement</i>

		<i>(apologetics or worldview courses from a Christian college/university may also meet this requirement). Waived for students transferring in 60+ hours</i>
PHI 3010	Personal and Social Ethics	<i>Any ethics course may meet this requirement</i>
PSY 2010	Org & Industrial Psychology	<i>Any psychology course may meet this requirement</i>
SOC 1010	Succeeding at CIU	<i>Waived for students transferring in 60+ hours</i>
SOC 2010	Cultural Diversity	<i>Any course focused on other cultures may meet this requirement (sociology, anthropology, world religions, missions)</i>
LDR 3010	Organizational Leadership	

Major Specific Courses

If the course title and description does not essentially match with CIU's course, the appropriate academic dean is consulted for any final approval.

APPENDIX A

Communications	Humanities/Fine Arts	Natural/Info Science	Social/Behave Science
6 hours minimum in this discipline.	3 hours minimum in this discipline.	3 hours minimum in this discipline.	3 hours minimum in this discipline.
English Composition	Church History	Anatomy/Physiology	Anthropology
Speech	Media	Archeology	Economics
Communications	Creative Writing	Astronomy	Counseling
Public Speaking	Drama	Bio Chemistry	Found of Education
	Foreign Language	Biology	Government History
	Study Tour	Botany	History
	Geography	Chemistry	Macro Economics
	Literature	Computer	Marriage and Family
	Logic	Earth Science	Organizational Behavior
	Music	Engineering	Psychology
	Music Theory	Environmental Science	Sociology
	Philosophy	Geology	
	Photography	Geography	
	Poetry	Health Science	
	Theater	Horticulture	
	Writing	Logic	
	World Religions	Math	
		Nutrition	
		Physical Science	
		Physics	
		Research	
		Statistics	
		Web Design	
		Zoology	
			30 Total Semester Hours.