

Graduate Program Transfer and Waiver Policies

Department of Nursing

Degree Programs: Nurse Educator, Nurse Administrator, Informatics, Gerontology, Palliative Care

A student may transfer up to 12 credits of equivalent course work to meet Master of Science program requirements, but must take 27 credits in the program of study to satisfy College residency requirements. A maximum of two courses can be transferred to satisfy major track requirements. A request for transfer credit to meet degree requirements must be made prior to the date of matriculation. To be granted transfer credit for course work taken at another accredited or state approved college or university, a minimum grade of B must be earned, they must be at least 75 percent equivalent to the required courses in the graduate program of study, and the courses must have been taken within the last seven years. Courses from previous colleges taken at the graduate level more than seven years prior to matriculation may be considered for transfer credit only with approval by the course instructor and department chair if justification of equivalency via a written petition is documented, such as the student has significant practice experience relevant to the major content of the course(s). Requests for transfer credit must be made in writing to the chair of the Department of Nursing.

Post-Master's Certificates: Nurse Educator, Nurse Administrator, Informatics, Gerontology, Palliative Care

Completion of at least nine credits in the post-master's certificate program of study must be earned at Le Moyne College to satisfy residency requirements. A maximum of three credits of equivalent course work may be transferred to meet the certificate's program requirements.

Program: Family Nurse Practitioner

A total of 12 credits may be transferred into the FNP program of study if the courses are deemed equivalent in content and credit load. To fulfill the residency requirement of the Department of Nursing and Le Moyne College as well as to satisfy requirements for the master's degree in nursing, transfer students must earn the majority of the credits (32 credits) of course work in the graduate curriculum at Le Moyne and meet all other criteria for admission as listed previously. A non-matriculated student may take a maximum of 6 credits prior to enrollment in the FNP track of the MS program.

For transfer credit to be granted for course work taken at another accredited college or university, a grade of "B" must have been earned in a course, the course must be equivalent to the required Department of Nursing course, and the course must have been taken within the last five years. An exception to this time requirement will be considered on an individual basis and a waiver of this requirement is at the discretion of the Director of the Advanced Practice Nursing program and the faculty member responsible for this course content area.

Program: Physician Assistant Studies

The Le Moyne College Physician Assistant Studies Program does not grant advanced placement, give credit for or accept transfer of credit for PA Studies courses. Previous health care experience is required, but no course credit is granted for that experience.

Program: Occupational Therapy

The Le Moyne College Occupational Therapy Program does not grant advanced placement, give credit for or accept transfer of credit for OT therapy courses or seminars.

Department of Education**Programs: Teacher Education, Educational Leadership, Professional Education**

The director of the graduate education program has the authority to waive and/or transfer courses, and waive or substitute prerequisite courses. Waivers do not decrease the total number of credits required for a degree. A maximum of nine graduate credits earned at another accredited institution may be applied to the degree if they a) carry a grade of B or higher; b) are appropriate to the student's program and c) were earned within the five years prior to matriculation. Transfer credits are not included in the quality point index."

Graduate Certificates: Higher Education Leadership, Adult Education

There is no transfer of credits.

Madden School of Business**Program: MBA**

Waivers of courses or the acceptance of transfer credit will be considered based on the following:

Waivers of foundation courses could be granted to those who have completed the equivalent academic requirements in their undergraduate program. Typically, two undergraduate courses, in the appropriate area and at the appropriate level, completed in recent years with a grade of B or better, could be used to waive an MBA foundation course. Because of the highly diverse nature of undergraduate education, all waivers will be considered by the MBA director on a case-by-case basis.

For most courses, equivalent content level graduate courses from AACSB accredited institutions with a grade of B or better may be accepted as transfer credit. Transfer courses must be approved by the MBA program director. Transfer credits are not included in the quality point index.

Program: MSIS

Waivers of courses or the acceptance of transfer credit will be considered based on the following:

Waivers of foundation courses could be granted to those who have completed the equivalent academic requirements in their undergraduate program. Typically, two undergraduate courses, in the appropriate area and at the appropriate level, completed in recent years with a grade of B or better, could be used to waive an MSIS foundation course. Because of the highly diverse nature of undergraduate education, all waivers will be considered by the Director of Graduate Programs and the Director of the MSIS Program on a case-by-case basis.

For most courses, equivalent content level graduate courses from AACSB accredited institutions with a grade of B or better may be accepted as transfer credit. A limit of nine credits will be accepted. Transfer courses must be approved by the Madden School of Business Director of Graduate Programs. Transfer credits are not included in the quality point index.

College of Arts and Sciences

Program: Arts Administration

Waivers of courses or the acceptance of transfer credit will be considered based on the following:

Waivers of foundation courses could be granted to those who have completed the equivalent academic requirements in their undergraduate program. Typically, two undergraduate courses, in the appropriate area and at the appropriate level, completed in recent years with a grade of B or better, could be used to waive a foundation course. Because of the highly diverse nature of undergraduate education, all waivers will be considered by the program director on a case-by-case basis.

For most courses, equivalent content level graduate courses from accredited institutions with a grade of B or better may be accepted as transfer credit. Transfer courses must be approved by the program director. No more than nine credits will be transferred and/or waived.

Graduate Certificate: Arts Administration

No more than one course will be transferred.