

Alabama Articulation and General Studies Committee

TRANSFER AGREEMENT

(Adopted 8/14/1998--Last Amended 11/07/2005)

The Alabama Articulation and General Studies Committee (**AGSC**) appreciates your interest in attending public institutions of higher education in the State of Alabama. The AGSC was created in an effort to improve and monitor the transfer of course work between public institutions in the state. If you are considering a transfer, use the attached guide when making course decisions. Failure to follow the requirements on the attached guide may result in loss of course credit upon transfer.

This agreement guarantees the transferability of the course work listed on the attached guide among institutions of higher education. The same policies must be applied to transfer students as those applied to native students. This guarantee is subject to the following recommendations and restrictions:

1. The attached guide will be honored by all other Alabama public institutions of higher education that offer a program in the specified discipline for a period of four years from the date of printing by the student as recorded on the guide. The students will be graduated under the catalog in effect on this date at the institution to which he or she is transferring unless the student is given and accepts the opportunity to be placed under a more recent catalog or unless a change in the program is mandated by requirements of an external accrediting agency or other regulatory agency, including, but not limited to, the State Department of Education, ACHE, SACS, NCATE, or CLN. In the case of any changes resulting from new requirements of an external accrediting agency and/or other regulatory agency, the transfer student will be affected in the same manner as students native to the university. The students should keep a copy of this guide for verification purposes. **(Revised by vote of AGSC on 11/7/2005.)**
2. When a course sequence is required, it is recommended that students complete the sequenced courses at one institution.
3. This guide remains valid and is guaranteed only if the student continues in the major specified in this transfer agreement.
4. Completion of course work listed on this guide does not guarantee admission to any public institution of higher education in Alabama; nor to the major specified in this agreement; nor to any specific field of study. Students must be officially admitted according to the admission requirements as established by the receiving institution.
5. Transferability of CLEP credit and advanced placement credit is left up to the discretion of the receiving institution.
6. The transfer of D grades will be in accordance with the policy of the receiving institution. The same policies must be applied to transfer students as those applied to native students.
7. Any attempt to modify, change, or alter any part of this guide through electronic or other means would make this agreement null and void.
8. The total number of hours required of a transfer student who has complied with the requirements of the articulation guide for a degree in a particular major field at the receiving institution shall not exceed the number of hours required of a native students at the receiving institution in the same program. **(Added to original transfer agreement by vote of AGSC on 1/21/1999.)**
9. If only a fractional part of Areas I-V is completed at the sending institution, the receiving institution shall give full credit for those hours taken. This means that credit earned toward Areas I-V for a particular major will be applied by the receiving institution to Areas I-V in that same major. **(Added to original transfer agreement by vote of AGSC on 1/21/1999.)**

10. If the template/transfer guide has not mandated specific courses in Areas II-IV, students who plan to transfer will choose from among the AGSC-approved courses for those areas. **(Added to original transfer agreement by vote of AGSC on 5/20/1999.)**
- *It is the expectation of the Articulation and General Studies Committee (AGSC) that questions/issues pertaining to student transfer of academic credit will be resolved by the institution's transfer appeals person who was appointed by his/her President or Chancellor to manage transfer credit matters. To view the institutional Transfer Appeals Persons [CLICK HERE](#). To view the Appeals Process [CLICK HERE](#).*