

## ADMISSION OF STUDENTS WITH PREVIOUS COLLEGE WORK

### TRADITIONAL TRANSFERS

The applicant must provide:

1. A completed Shorter College application with \$25 fee, which includes a written personal statement which reflects compatibility between the student's goals and the mission and goals of the College.
2. An official high school transcript or GED transcript, embossed or stamped and signed as official by the high school guidance office, UNLESS the applicant has earned 27 or more transferable college semester hours.
3. An official college transcript from EACH institution previously attended, embossed or stamped and signed by the appropriate official. **Failure to inform Shorter College of all institutions previously attended, regardless of status upon leaving those institutions, may result in denial of application, or dismissal from Shorter College.**
4. An official SAT or ACT score report, either sent from the College Board or ACT at the prospective student's request or included on the official high school transcript, UNLESS the applicant has earned 27 or more transferable college semester hours.

Additional information which may be required at the discretion of the admissions staff or committee:

1. An essay written by the student discussing topics as determined by the admissions staff or committee.
2. A recommendation from the appropriate administrator at the last college attended.

For unconditional acceptance as a transfer student, the applicant must have a college grade-point average, based on grades from transferable courses, of not less than 2.0 on a 4-point scale through at least one year (27 or more transferable semester hours) of full-time enrollment at a regionally accredited postsecondary institution. This transfer GPA is computed by the Shorter College Registrar after all official transcripts have been received and evaluated. If the transfer GPA is below 2.0, the applicant may be accepted, but will be placed on Academic Probation. That probation will be lifted when the student's cumulative GPA reaches 2.0.

### ACCEPTANCE OF TRANSFER CREDIT

If the transfer GPA is 2.0 or above, all college-level passed courses will be accepted for credit, as long as they are not in violation of a departmental grade standard. The minimum acceptable grade for a course transferred as ENG 1010 or ENG 1020 is C. If the student is accepted on academic probation, only those courses passed with a grade of C or better will be accepted. Lifting the probation, as described above, does not change the acceptance of credit.

Transfer students who have completed a transfer Associate degree from an accredited two-year college will usually be admitted to Shorter College with Junior class standing. Students who have followed a core curriculum similar to those in Georgia University System two-year colleges will have met most Common Core requirements, except for one religion course, one computer science course and any specific general education courses prerequisite to or required for a given major. Other transferable courses will count toward Common Core requirements to the extent that they are comparable to Shorter Common Core courses.

**Shorter College may accept a maximum of 66 credit hours from two-year schools toward a degree. No more than 93 credit hours will be accepted toward a degree from all institutions attended, including four-year colleges.** All college coursework will be used to calculate the student's eligibility for the HOPE scholarship. Evaluation of transfer credit is provisional until the student enrolls and presents official transcripts from all institutions previously attended.

Before processing the transfer application, Admissions staff will check for a completed application with personal statement and \$25 fee, official transcripts from all colleges attended, official high school transcript (if required; see Advanced Freshman below), recommendation, and SAT or ACT scores (if required). Admissions staff will send special audition forms to the applicant as required for certain majors. The Registrar will evaluate all college transcripts for transferable credit and will calculate the applicant's college grade-point average from these transcripts. After the application is evaluated, a letter will be sent notifying the applicant

of his or her status. If the applicant is accepted, an “Intent to Enroll/Deposit” form is sent, along with other applicable forms pertaining to financial aid, scholarships, and the like.

### ADVANCED FRESHMAN

If an applicant with previous college work has earned less than 27 semester hours of transferable college credit, he or she is considered an advanced freshman and must also furnish SAT/ACT scores and high school transcript. Evaluation of the high school transcript is as described under Traditional Freshmen, above.

### NON-TRADITIONAL TRANSFERS

The applicant must provide:

1. A completed Shorter College application with \$25 fee, which includes a written personal statement which reflects compatibility between the student’s goals and the mission and goals of the College.
2. An official college transcript from EACH institution previously attended, embossed or stamped and signed as official. **Failure to inform Shorter College of all institutions previously attended, regardless of status upon leaving those institutions, may result in denial of application, or dismissal from Shorter College.** As with Non-Traditional Freshmen, Non-Traditional Transfers may not be able to satisfy all the academic requirements for admission. Each case will be handled on its own merits. Aside from this, admissions procedure, including evaluation of college transcripts by the Registrar, is as described under Traditional Transfers.

### INTERNATIONAL TRANSFERS

If the international student is transferring from another United States postsecondary institution, the requirements for ordinary transfers apply, and if the student also holds an F-1 Student visa, no other requirements must be met for admission. If he or she holds another United States nonimmigrant visa and is transferring from another United States postsecondary institution, a petition to change visa status may or may not be necessary. The Foreign Student Advisor will review such situations.

In the case of an international student without a United States visa who wishes to transfer credit, the requirements for an international freshman apply.

Prospective students who have taken courses at institutions outside of the United States are responsible for having their official transcripts evaluated by a reputable educational evaluation service. Once the College has received an official copy of that formal evaluation, the Registrar’s Office will determine transfer course equivalencies.