TRANSFER STUDENTS

Transfer students from other colleges or universities may be accepted for undergraduate studies if they have a cumulative GPA of at least 2.0. Students who have earned 35 or fewer college credits must fulfill the freshman admission requirements by submitting an official high school transcript. Transfer students with a GPA below 2.0 may be admitted on academic probation or may be denied admission. Student must submit a letter of appeal to the Vice President for Student Services.

Transcripts

A transfer student must have official transcripts forwarded directly to the Admissions Office by the Registrar of each college or educational institution previously attended. A student who conceals the fact that he or she has attended another college or university, and who has not had the Registrar submit a transcript for each institution whether or not credit was earned, will be subject to immediate suspension. Transcripts must be received before the date of registration. NMSU will uphold academic and judicial suspensions from other colleges or universities.

Transfer of Credits at NMSU

NMSU evaluates courses from postsecondary institutions that are regionally accredited or are candidates for regional accreditation. Provided the classes are similar or equivalent to courses offered at NMSU, credits will be matched for coursework completed with a grade of D or better. However, colleges or departments may choose to accept only courses graded C- or higher within their programs. Each college determines which transferred courses are applicable toward a degree or a minor. Grades earned in courses taken at other institutions are not included in the calculation of the NMSU GPA, except for grades earned by approved National Student Exchange students.

Any lower-division course from another institution receiving transfer credit from NMSU at the 300 or above level will be evaluated on a case-by-case basis. Transcripts may need to be reevaluated when students transfer from one NMSU college to another.

Currently enrolled students who do not receive a passing grade for a class taken at NMSU can receive transfer credit for the course taken at an outside institution. However, the student may not receive the credit for the equivalent NMSU course.

Evaluation of Transfer Credits

Once a student has been admitted to NMSU, an evaluation of credits on a course-by-course basis is submitted to the college (by the University Registrar’s Office) to which the student is admitted. The student’s academic dean approves those transfer courses that are acceptable toward a degree or a minor.

Credits from non-accredited institutions may be evaluated by the student’s academic dean after the student has completed two semesters in full-time status with satisfactory grades.

Currently enrolled students must obtain prior approval from their academic dean before work taken at another institution may apply toward meeting graduation requirements.

Transferring Courses to Fulfill the New Mexico General Education Common Core

During the 2005 New Mexico Legislative session, Senate Bill 161, consistent with requirements of state law (Chapter 224 of the Laws of New Mexico, 1995 as amended) was signed into law to further enhance and facilitate the articulation of general education courses among New Mexico’s colleges and universities. In accordance with policies established by the New Mexico Higher Education Department, designated general education core courses successfully completed at any regionally accredited public institution of higher education in New Mexico are guaranteed to transfer to any New Mexico public institution. Students who have decided on a major and/or an institution at which to complete their studies should consult with an academic advisor at that particular institution to determine the most appropriate course selections. Students enrolling for the first year of study at a New Mexico college or university and considering possible transfer into a certificate and/or degree program at another institution are encouraged to take the courses approved for transfer during their freshman and sophomore year of study.

The core matrix of approved courses guaranteed to transfer and meet general education requirements at any New Mexico college or university can be found on the New Mexico Higher Education Department web site at: www.hed.state.nm.us (http://www.hed.state.nm.us). Courses are listed by institution, whether university or community college, under each of the five general education areas. The courses for New Mexico State University are listed in the required courses section of this catalog.

Religious Center Courses in Religion

Courses in religion, offered by the various religious centers through higher educational institutions with which they are affiliated, are open to all students, and these or similar courses from other universities may be transferred for credit to this university. Registration for these courses in religion is separate from NMSU’s registration and is conducted by the religious center offering the course.

No more than 6 credits in such courses may be transferred to NMSU. If a student wishes to have earned credits transferred to NMSU, the following procedures must be observed:

• Obtain written approval from the academic dean prior to registration for the course at the religious center
• Count the credit in the course as part of the total semester load
• Following completion of the course, request that the institution granting the credit send a transcript of the credit to the registrar at NMSU

National Student Exchange (NSE)

Courses transferred back to NMSU by students participating in the National Student Exchange (NSE) Program will be evaluated as NMSU courses and recorded on the student’s academic record. All computable grades earned will be included in calculating the student’s cumulative grade-point average.

Transfer Credit Appeal Process

All New Mexico public post-secondary institutions are required to establish policies and practices for receiving and resolving complaints from students or from other complainants regarding the transfer of
coursework from other public institutions in the state. A copy of NMSU’s transfer credit policy may be obtained from the University Registrar’s Office or from the Deputy Secretary for Academic Affairs,

Higher Education Department
2048 Galisteo St.
Santa Fe, New Mexico 87505-2100.

**Student Responsibility**

Planning for effective transfer within maximum efficiency is ultimately the student’s responsibility. Responsible transfer planning includes early and regular consultation with the intended degree-granting institution to assure that all pre-transfer coursework will meet the requirements of the desired degree.