



Transfer credits are applied toward courses in a University of Western States academic program through a review process coordinated by the registrar and the college dean/program director. Courses may be considered for transfer from other programs or institutions if the originating entity was accredited by a recognized agency at the time the credits were earned by the student, or if approved by the vice president for academic affairs.

Non-traditional or non-institutionally based coursework that is recommended by the American Council on Education's (ACE) College Credit Recommendation Service (CREDIT), or equivalent organization as determined by UWS, may be considered for transfer credit.

Instruction offered through a UWS-authorized continuing education provider may be considered for acceptance toward a UWS degree through a review process coordinated by the college dean/program director. Documentation of the content and assessments must be provided by the applicant. See [Policy 1210 Credit and Clock/Instructional Hour Definitions](#) to determine how to calculate credits attached to a continuing education course.

Courses used to meet specific admission requirements are not eligible for transfer credit.

Criteria for Evaluating Transfer Credit

Transfer credit is determined on a course-by-course basis. Each course is evaluated by reviewing the student's official transcript and course syllabus in effect when the student took the course. The student is responsible for submitting the appropriate course syllabus. Number of credits, the grade earned, course learning outcomes, and the content of the submitted syllabus are used in the evaluation of a request for transfer credit.

Courses considered for transfer credit must be determined to be equivalent to or at a higher level as those courses offered by UWS.

For transfer credit requests to be evaluated, applicants must apply to UWS and meet all program eligibility requirements.

An acceptable transfer course must be an approximate match between course description and course hours, meet or exceed UWS credits (1 semester credit = 1.5 quarter credit), meet recency requirements, and meet minimum grade requirements.

Recording of Transfer Credit

Accepted transfer credits become part of the student's permanent academic record. Transfer credits are included in calculations of satisfactory academic progress for purposes of receiving federal financial aid. See [Policy 1218 Academic Standing and Satisfactory Academic Progress](#).

Policy 2007 Transfer Credit

Established: 08/31/2012

Revision History: 01/24/2025, 07/02/2024, 1/16/2024, 08/10/2023, 09/09/2022, 04/01/2022, 02/09/2021, 06/12/2019, 03/23/2018, 05/13/15, 04/10/15, 04/15/2014, 10/12/2012



College of Chiropractic Requirements

Request Deadline

Applicants must request consideration of transfer credits during the application process. Prior to matriculation, applicants must affirm in writing their agreement to the courses that will be accepted for transfer.

Recency (Age of Credit)

For the doctor of chiropractic degree program, credits requested for transfer must be from courses completed within the last five (5) years.

Students concurrently enrolled in the doctor of chiropractic or the doctor of naturopathic medicine degree program meet the recency requirements for the Bachelor of Science degree. UWS doctor of chiropractic graduates who return to UWS to complete the Bachelor of Science degree have their major coursework evaluated; any new major requirements not completed previously must be satisfied prior to earning the Bachelor of Science degree.

Residency Requirement / Transfer Credit Limits

Students in the doctor of chiropractic degree program admitted with advanced standing or transfer credit must earn at least twenty-five percent (25%) of program credits at UWS. All clinical internship courses must be satisfied through UWS.

At least twenty-five percent (25%) of the credits needed to earn the Bachelor of Science degree must be earned at UWS.

- Life and physical sciences, general education, and elective credits are evaluated at time of admission (for new/returning students) or at the time of declaration of intent (for current students) by the registrar's office.
- Transfer credits from institutions or programs that are not accredited by an agency recognized by the U.S. Department of Education, or the Council for Higher Education Accreditation (CHEA) may be considered vocational-technology in nature.
 - No more than twelve (12) vocational-technology credits may be applied to the Bachelor of Science degree in human biology and are counted as elective credits.
 - A student may petition for credits to transfer on a course-by-course basis by providing additional details for review (e.g., syllabi, faculty credentials, instructional hours, length of term).

Minimum Grade Requirement

Transfer credit is awarded only for courses with a grade of C or higher (or equivalent) toward the doctor of chiropractic degree program and the Bachelor of Science in human biology degree program. Pass and satisfactory grades may be accepted.

Policy 2007 Transfer Credit

Established: 08/31/2012

Revision History: 01/24/2025, 07/02/2024, 1/16/2024, 08/10/2023, 09/09/2022, 04/01/2022, 02/09/2021, 06/12/2019, 03/23/2018, 05/13/15, 04/10/15, 04/15/2014, 10/12/2012



College of Naturopathic Medicine Requirements

Request Deadline

Applicants must request consideration of transfer credit during the application process. Evaluation and awarding of transfer credit may occur during the student's first term of enrollment, provided the request for transfer credit is made during the application process.

Recency (Age of Credit)

Courses considered for transfer must have been completed within the last five (5) years.

Residency Requirement / Transfer Credit Limits

Students in the doctor of naturopathic medicine degree program admitted with advanced standing or transfer credit must earn at least fifty percent (50%) of program credits at UWS. All clinical internship courses must be satisfied through UWS.

At least twenty-five percent (25%) of the credits needed to earn the Bachelor of Science degree must be earned at UWS.

Life and physical sciences, general education, and elective credits are evaluated at time of admission (for new/returning students) or at the time of declaration of intent (for current students) by the registrar's office.

Minimum Grade Requirement

Transfer credit is awarded only for courses with a grade of C or higher (or equivalent) for the college of naturopathic medicine. Pass and satisfactory grades may be accepted.

College of Graduate Studies Requirements

Request Deadline

Applicants must request consideration of transfer credit during the application process. Evaluation and awarding of transfer credit may occur during the student's first term of enrollment, provided the request for transfer credit is made during the application process.

Recency (Age of Credit)

Transfer courses must have been completed within the last seven (7) years.

Residency Requirement / Transfer Credit Limits

Students may transfer a maximum of 16 graduate credits from other institutions into degree programs in the college of graduate studies, with exception of the following special cases.

- Master of science in sports medicine: 28 credits from the UWS doctor of chiropractic program are associated toward the Master of Science in sports medicine, physical and rehabilitative concentration.

Policy 2007 Transfer Credit

Established: 08/31/2012

Revision History: 01/24/2025, 07/02/2024, 1/16/2024, 08/10/2023, 09/09/2022, 04/01/2022, 02/09/2021, 06/12/2019, 03/23/2018, 05/13/15, 04/10/15, 04/15/2014, 10/12/2012



- Students who completed a DC degree at a university other than UWS may bulk transfer 28 credits from the DC program toward the Master of Science in sports medicine. These credits may be older than seven (7) years if the student holds an active Certified Chiropractic Sports Physician (CCSP) credential and a valid Doctor of Chiropractic license.
- Students who graduated from the UWS DC program more than seven (7) years ago may waive the recency requirement with an active Certified Chiropractic Sports Physician (CCSP) credential and a valid Doctor of Chiropractic license.
- Sport and performance psychology and clinical mental health counseling programs: transfer credit is not accepted for COUN6101/8101: Ethics and Professional Identity.
- Certificate in applied sport psychology: transfer credits are not accepted toward this certificate.
- Doctor of occupational therapy program (see requirements below)

Students completing non-degree courses at UWS prior to enrolling in a degree program are eligible to transfer no more than 16 credits into the degree program, including both non-degree and transfer credits.

Minimum Grade Requirement

Transfer credit is awarded only for courses that meet the minimum grade requirement for the academic program, as indicated below. Pass and satisfactory grades may be accepted.

Academic Program	Minimum Grade Requirement
Doctor of Clinical Nutrition	B or higher (or equivalent)
Doctor of Education or Master of Science in Sport and Performance Psychology	B or higher (or equivalent)
Master of Science in Clinical Mental Health Counseling	B or higher (or equivalent)
Master of Science in Human Nutrition and Functional Medicine	C or higher (or equivalent)
Master of Science in Sports Medicine	C or higher (or equivalent)

Doctor of Occupational Therapy (OTD) Requirements

Request Deadline

Applicants must request consideration of transfer credits during the application process. Prior to matriculation, applicants must affirm in writing their agreement to the courses that will be accepted for transfer.

Transfer Credit Limits

Students may transfer a maximum of nine (9) semester credits from other institutions or UWS programs into the OTD program.

Policy 2007 Transfer Credit

Established: 08/31/2012

Revision History: 01/24/2025, 07/02/2024, 1/16/2024, 08/10/2023, 09/09/2022, 04/01/2022, 02/09/2021, 06/12/2019, 03/23/2018, 05/13/15, 04/10/15, 04/15/2014, 10/12/2012



Recency (Age of Credit)

Courses considered for transfer must have been completed within the last five (5) years.

Minimum Grade Requirement

Transfer credit is awarded only for courses with a grade of B or higher (or equivalent) toward the OTD degree.

Lab and Clinical Coursework

All lab and clinical courses required for the OTD degree must be completed within the University of Western States (UWS) OTD program. The UWS OTD program does not grant advanced placement, credit for experiential learning, or credit for work experience.

Related Policies: [Policy 1210 Credit and Clock/Instructional Hour Definitions](#)
[Policy 1218 Academic Standing and Satisfactory Academic Progress](#)

Keywords: admission, academic, application, approval, credit, examination, exemption, transfer

Policy 2007 Transfer Credit

Established: 08/31/2012

Revision History: 01/24/2025, 07/02/2024, 1/16/2024, 08/10/2023, 09/09/2022, 04/01/2022, 02/09/2021, 06/12/2019, 03/23/2018, 05/13/15, 04/10/15, 04/15/2014, 10/12/2012