

**FLORIDA BOARD OF GOVERNORS
NOTICE OF PROPOSED NEW REGULATION**

DATE: September 29, 2009

REGULATION TITLE AND NUMBER: 6.004 Transfer Students -
Undergraduate

SUMMARY: This is a substantive rewrite of the regulation.

The proposed amendment includes a new title (i.e., Admission of Undergraduate, Degree-Seeking Transfer Students), definition of transfer students (i.e., twelve (12) semester credit hours or more after high school graduation), the expectation for Associate in Arts transfer students to have met college-level communication and computation skills, allowance of limited enrollment of lower-level transfer students based upon university policy, and expectation of the responsibility of university boards of trustees for the admission process. It also reflects the changes in nomenclature of Florida community colleges.

Other sections of the regulation are deleted or revised. These include references to foreign language credit earned, lower-level transfer student policy, and the transfer credit and graduation sections.

FULL TEXT OF THE REGULATION IS INCLUDED WITH THIS NOTICE.

AUTHORITY TO PROPOSE REGULATION(S): Section 7(d), Art. IX, Fla. Const.; BOG Regulation Development Procedure dated March 23, 2006.

THE BOARD OF GOVERNORS' OFFICIAL INITIATING THE PROPOSED REGULATION: Mr. Richard Stevens, Director, Academic and Student Affairs

COMMENTS REGARDING THE PROPOSED REGULATION SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW. The comments must identify the regulation on which you are commenting:

General Counsel, Board of Governors, State University System, 325 W. Gaines Street, Suite 1614, Tallahassee, Florida 32399, (850) 245-0466 (phone), (850) 245-9685 (fax), or generalcounsel@flbog.edu.

6.004 Admission of Undergraduate, Degree-Seeking Transfer Students

(1) All Undergraduate Transfer Students. This regulation outlines minimum eligibility requirements for transfer students seeking admission to an undergraduate degree program in the State University System (SUS). Individual institutions may choose to establish more stringent admission requirements within the parameters outlined in Board of Governors (BOG) regulations.

- (a) For the purposes of this regulation, undergraduate transfer students are defined as students who have earned twelve (12) or more semester hours of transferable college credit since receiving a standard high school diploma or its equivalent.
- (b) Eligibility for admission to the SUS does not guarantee admission to the specific institution or degree program to which admission is sought.
- (c) Each university board of trustees shall develop regulations governing the admission of undergraduate transfer students that comport with the requirements outlined in BOG regulations. Such regulations may allow for exceptions to be made on an individual basis when a student, in the judgment of an appropriate university committee, can reasonably be expected to perform satisfactory academic work in the institution and program to which admission is sought.
- (d) Each university shall require undergraduate transfer applicants to submit a complete official academic transcript from each postsecondary institution attended, as well as a complete official academic transcript of all secondary work, when applicable. Each transcript shall list all courses for which the student was enrolled each term, the status in each course at the end of the term, all grades and credits awarded, and a statement explaining the grading policy of the institution. Each transcript should also specify any college credits the student earned through accelerated mechanisms.
- (e) Each undergraduate transfer student admitted to the SUS is expected to have earned two high school credits in one foreign language or American Sign Language; successfully completed eight (8) or more semester credit hours in one foreign language or American Sign Language at an undergraduate institution; demonstrated equivalent foreign language competence on the basis of scores determined by the *Articulation Coordinating Committee (ACC) Credit-By-Exam Equivalencies*, as adopted by the Board of Governors and accessible at www.fldoe.org/articulation/; or demonstrated equivalent foreign language or American Sign Language competence through other means approved by the university. A limited number of undergraduate transfer students not meeting this foreign language requirement may be admitted; however, these students must fulfill the foreign language requirement prior to completion of the baccalaureate degree.

- (f) Any undergraduate transfer student with a disability shall be eligible for reasonable substitution or modification of any requirement for admission pursuant to BOG Regulation 6.018.
- (g) In addition to meeting university requirements, undergraduate transfer applicants must meet the following minimum requirements:
 - 1. Be in good standing and eligible to return to the last postsecondary institution attended as a degree-seeking student, and
 - 2. Have a grade point average of at least 2.00 on a 4.00 system on all college-level academic courses attempted.

(2) Associate in Arts Degree Graduates from Florida College System Institutions and SUS Universities.

- (a) Admission of Associate in Arts (AA) graduates from Florida College System and SUS institutions shall be governed by the Articulation Agreement between the two systems, as approved by the BOG and accessible at www.fldoe.org/articulation/. These Florida AA graduates shall receive priority for admission to a state university over out-of-state transfer students. Recruitment materials, catalogs, orientation programs, and student handbooks provided to freshman enrollees and transfer students at state universities shall include an explanation of this provision.
- (b) Within curriculum, space, and fiscal limitations, admission to the upper division of one of the state universities shall be granted to an AA graduate of a Florida public postsecondary institution, provided the AA degree has been awarded on the basis of the following:
 - 1. The student has completed at least 60 semester hours of academic work exclusive of occupational courses;
 - 2. The student has completed an approved general education program of at least 36 semester hours;
 - 3. The student has successfully completed minimum requirements for college-level communication and computation skills adopted by the State Board of Education and the BOG; and
 - 4. The student has attained a grade point average of at least 2.00 on a 4.00 scale on all college-level academic courses attempted, with only the final grade received in repeated courses used in computing the average. Subsequent admission to a limited access degree program, as defined in BOG Regulation 8.013, may require a higher overall grade point average, as determined by the university.

(3) Other Transfer Students.

- (a) In addition to meeting the general requirements described in subparagraph (1) above, undergraduate transfer students seeking admission to the lower division of a state university must satisfy the same admission requirements as FTIC freshmen as specified in BOG Regulation

6.002. However, a university may admit lower-level transfer students not meeting FTIC freshman requirements on a limited basis, pursuant to university policy, if the student, in the judgment of an appropriate university committee, can reasonably be expected to complete satisfactory academic work in the institution and program to which admission is sought.

(b) Except for students in articulated Associate in Science and Associate in Applied Science to Bachelor in Science degree programs approved by the Board of Governors, transfer applicants for admission to the upper division of a university are expected to have completed at least 60 semester hours of transferable credit in college-level academic courses, exclusive of occupational courses.

6.004 Transfer Students—Undergraduate.

(1) ~~Each university shall develop admission policies governing the acceptance of undergraduate transfer students. Exceptions may be made on an individual basis when a student, in the judgment of an appropriate university committee, can reasonably be expected to do satisfactory academic work in the program and institution to which admission is sought. Applicants must meet the following minimum requirements.~~

~~—(a) Be in good standing and eligible to return to the last institution attended as a degree-seeking student,~~

~~—(b) A grade point average of at least 2.0 on a 4.0 system on all college-level academic courses attempted,~~

~~—(c) Completed two credits of one foreign language or American Sign Language in high school, pursuant to Paragraph 232.2462(1)(a), F.S., or 8 to 10 semester hours in the undergraduate institution attended. An alternate method for students to demonstrate equivalent foreign language competence is by means of credit awarded on the basis of scores on the foreign language subject matter examinations in the College Level Examination Program (CLEP) pursuant to Rule 6A-10.024(5)(b), FAC, which shall count toward the 8 to 10 semester hours. The examination, minimum scores for awarding credit, and maximum credit to be awarded are:~~

Examination	Minimum Score	Maximum Credit
French	50	12
	46	9
	42	6
German	55	12
	52	9
	43	6
Spanish	55	12

	48	9
	45	6

Likewise, students may demonstrate equivalent foreign language competence in Latin by means of a minimum score of 443 on the Latin examination published under the title of MAPS by The College Board, which represents the 1985 national mean of college bound seniors minus one (1) standard deviation. In the case of a student wishing to demonstrate competence by examination in a foreign language other than those identified above, or in American Sign Language, the standards and methods to be used will be identified by the university. Transfer students are exempt from this admissions requirement if they received an Associate in Arts degree prior to September 1, 1989, or if prior to August 1, 1989, they enrolled in a program of studies leading to an Associate degree from a Florida community college and maintain continuous enrollment until they are admitted to a university. Continuous enrollment will be established if the student enrolls at least one term each twelve month period beginning with the student's first enrollment in a community college and continuing until the student enrolls in a university.

—(d) In addition, each university may admit a limited number of freshmen and lower level transfer students who have not met the above foreign language requirement if there is evidence that the applicants will do successful academic work at the admitting university. The number of such applicants enrolled in the University System under this paragraph shall not exceed 5 percent of the total number of freshmen (students who had not completed their first year of college or university) enrolled in the State University System in the prior academic year.

—(e) All such lower level students except those exempted in Regulation BOC-6.004(1)(c), above, must satisfy the foreign language requirement prior to admission to the upper division at a state university. All Associate in Arts degree graduates from a public community college or university in Florida, except those exempted in Regulation BOC-6.004(1)(c), above, and all other upper level transfer students admitted without meeting the foreign language admission requirement, must satisfy the foreign language requirement prior to graduation from the university.

(2) Transfer Credit

—(a) Each university shall require applicants for transfer to submit complete academic transcripts from all institutions attended which shall list all courses for which the student was enrolled each term, the status in each course at the end of each term, all grades and credits awarded, and a statement explaining the grading policy of the institution.

~~—(b) Each college-level academic course in which a grade of "D" or better was awarded shall be received, accepted and retained as part of the transferring student's record by the receiving university in order that for the baccalaureate degree. This rule does not remove the university's minimum upper-division credit requirements for graduation, but it does permit Florida public community college transfer students to satisfy curriculum requirements on the basis of a minimum number of credit courses completed in excess of 64 academic semester hours, when such credits are applicable for the program the student is entering.~~

~~—(c) College-level academic courses completed by a student at a regionally or nationally accredited collegiate institution prior to graduation from high school may be accepted for transfer by a university provided the courses are applicable to a degree program offered at that institution.~~

~~—(d) Credit earned in an external degree program shall not be accepted for transfer to a university unless such credit was earned through a collegiate institution accredited by the appropriate regional accrediting association.~~

~~—(e) College credits earned by high school or college students on the basis of the College Entrance Examination Board's Advanced Placement Program, the International Baccalaureate Program or College Level Examination Program (CLEP) shall be accepted for transfer by a university provided the scores attained by the student on these examinations meet the standards established by the institution for the award of credit to its native students.~~

~~(3) AA Degree Graduates from Florida Community Colleges and SUS Universities.~~

~~—(a) Admission of Associate in Arts degree graduates from Florida Community College and State University System institutions will be governed by the Articulation Agreement between the state universities and public junior colleges of Florida, as approved by the Board and the Board of Education. These Florida Associate in Arts degree graduates shall receive priority for admission to a state university over out-of-state students. Recruitment materials, catalogs, orientation programs, and student handbooks provided to freshman enrollees and transfer students at state universities must include an explanation of this provision.~~

~~—(b) Within curriculum, space, and fiscal limitations, admission as a junior to the upper division of a university shall be granted to any graduate of a state approved Florida community college or SUS institution who has completed the university parallel program and received the Associate in Arts degree, provided the degree has been awarded on the basis of the following:~~

~~——— 1. At least 60 semester hours of academic work exclusive of occupational courses;~~

~~——— 2. An approved general education program of at least 36 semester hours and;~~

~~—— 3. A grade point average of at least 2.0 on a 4.0 system on all college level academic courses attempted, provided that only the final grade received in courses repeated by the student shall be used in computing the average.~~

~~—— (c) In addition to the Associate in Arts Degree, the student should have completed two years of one foreign language in high school or the equivalent of such instruction at the postsecondary level, as defined in Paragraph (1)(c), above. A student who received an Associate in Arts degree prior to September 1, 1989, or who enrolled in a program of studies leading to an Associate degree from a Florida community college prior to August 1, 1989, and maintains continuous enrollment shall be exempt from this admissions requirement. Any other Associate in Arts degree graduate admitted without meeting the foreign language requirement must earn such credits prior to graduation from a state university.~~

~~(4) Transfers who have not received the AA Degree from Florida Community Colleges or SUS Institutions:~~

~~—— (a) In addition to the general requirements described in subsection (1) above, undergraduate transfer students who have not earned the AA degree from an approved Florida public institution and who seek admission to the lower division of a university should satisfy the same admission requirements as beginning freshmen; provided, however, that with approval of the Chancellor and of the Executive Director of the Community College System exceptions may be granted.~~

~~—— (b) In determining eligibility for admissions of undergraduate transfer students who have not earned the AA degree from an approved Florida public institution, a university will provide for reasonable substitution for any requirement or high school unit distribution requirement for any student with a disability as prescribed in Regulation BOG-6.018.~~

~~—— (c) Except for special purpose programs approved by the Board, transfer applicants for admission to the upper division of a university shall have completed the following:~~

~~—— 1. At least 60 semester hours of transfer credit in college level academic courses, exclusive of occupational courses; and~~

~~—— 2. The prerequisite courses listed by the upper division program to which admission is sought.~~

~~—— (d) Any upper level student admitted who has not completed two years of one foreign language in high school or the equivalent of two years of such high school foreign language in the undergraduate institution attended except those exempted in Regulation BOG-6.004(1) (c), above, shall, prior to graduation from a state university, successfully complete 8 to 10 semester hours of postsecondary level instruction in one foreign language or American Sign Language. An alternate method for students to demonstrate equivalent foreign language~~

competence is by means of credit awarded on the basis of scores on the foreign language subject matter examinations in the College Level Examination Program (CLEP) or the Latin examination published under the title of MAPS by the College Board. The scores that evidence equivalent competence are listed under Paragraph (1)(c), above. In the case of a student wishing to demonstrate competence by examination in a foreign language other than those identified in Paragraph (1)(c), above, or American Sign Language, the standards and methods to be used will be identified by the university.

~~(5) Graduation Requirements—Each university shall determine when the student has met requirements for a degree.~~

~~—(a) Florida community college and state university students who have been certified as having completed an approved general education program prior to transfer will be considered as having met the general education requirements of the receiving university.~~

~~—(b) Courses in which "D" grades were earned prior to transfer will be treated as if the grades were earned at the receiving university. The department or college in which the student enrolls shall, at its discretion, determine whether or not courses in which a student received "D" grades may be used to satisfy requirements in the student's major field. The university awarding the bachelor's degree shall determine the courses in the major taken prior to transfer.~~

~~—(c) Any student admitted without two years of one foreign language or American Sign Language in high school or the equivalent of such instruction at the postsecondary level, except those exempted in Regulation BOC 6.004(1)(c), above, must satisfy the admissions requirement, as prescribed in Paragraph (1)(c), above, prior to graduation.~~

~~—(d) The graduation requirements in effect at the receiving university at the time student enrolls at a Florida community college shall apply to that student in the same manner that graduation requirements of the SUS university apply to its native students, provided the student has had continuous enrollment as defined in the SUS institution's catalog.~~

Authority: Section 7(d), Art. IX, Fla. Const., History-Formerly 6C-2.44, 6C-2.45, and 6C-6.04, 11-18-70, Amended 7-6-72, 12-17-74, 8-1-84, 8-11-85, 4-20-87, 1-6-88, 10-19-88, 1-23-90, 1-7-91, 9-15-91, 11-9-92, 11-27-95, Amended and Renumbered as 6.004: _____.