Transfer of Credit

It is the policy of Sullivan University to accept credit from other accredited postsecondary institutions. Credit will be approved for transfer of courses that are equivalent to courses offered at Sullivan, and in which the student has earned a grade of “C” or better. The approval of transfer credit for certain courses completed prior to attending Sullivan University can result in the waiver of Mathematics Enhancement (FMTH 100), Basic Mathematics (MTH 100), Introduction to Reading (READ 100), Introduction to Writing (ENG 100), and Information Literacy (FYE 101). The Registrar is responsible for determining coursework that will be applied toward a program of study at the University. Students transferring credit from other colleges or universities must provide Sullivan University with official transcripts of all courses completed and, if requested, statements of academic policy from previously attended institutions.

Credits earned at Sullivan University may not transfer to another educational institution. Credits earned at another educational institution may not be accepted by Sullivan University. You should obtain confirmation that Sullivan University will accept any credits you have earned at another educational institution before you execute an enrollment contract or agreement. You should also contact any educational institutions to which you may want to transfer credits earned at Sullivan University to, in order to determine if such institutions will accept credits earned at Sullivan University prior to executing an enrollment contract or agreement. The ability to transfer credits from Sullivan University to another educational institution may be limited. Your credits may not transfer and you may have to repeat courses previously taken at Sullivan University if you enroll at another educational institution. You should never assume that credits will transfer to or from any educational institution. It is highly recommended and you are advised to make certain that you know the transfer of credit policy of Sullivan University and of any other educational institutions you may in the future want to transfer the credits earned at Sullivan University before you execute and enrollment contract or agreement.

It is the responsibility of the student to provide Sullivan University with an official copy of any transcript of grades for all postsecondary classes taken prior to attending Sullivan University. These documents should be submitted directly to the Enrollment Services Office. Once received, transcripts become the property of Sullivan University and may not be released to the student. A student may be admitted on a provisional basis for one term until the transcript is received.

Students enrolled in programs that are charged at a quarterly contract rate, not per class taken, will receive tuition credit for those portions of their program accepted in transfer once their full contract has been charged. This tuition reduction will be calculated and, if applicable, posted to the student’s account in their final quarter. For additional information, contact the Registrar or Financial Planning Office.

Transfer Credit from Sullivan University

Should a student decide to pursue advanced education upon graduation from Sullivan, Enrollment Services staff are available to review the graduate’s plans and assist with the transfer. Graduate students interested in post-graduate studies should consult the Dean of the Graduate School. Although the University is a regionally accredited collegiate institution at the doctoral degree level, transfer of credits from Sullivan to another institution cannot be guaranteed since the receiving school makes the final decision in matters of transfer credits.
Recency of Credit
Coursework taken five or more years prior to admission to any academic program is subject to review and may or may not be accepted for credit in a program of study. A lower time limit may apply to practical and clinical coursework, which will be reviewed individually by the respective department chair to ensure that students have the knowledge required of the program.