

Transfer of Credit

Transfer of Credit from Other Institutions

The Registrar's Office evaluates and transfers credit earned at accredited institutions per academic department guidelines. To be eligible for credit consideration, final official sealed transcripts from all post-secondary institutions (college, university, technical, proprietary school, etc.) previously attended must be submitted. Awarding of transfer credit is on a course-by-course equivalence basis for all coursework in which grades of C- or above (1.700) have been earned. Credit for non-equivalent professional courses may be awarded at the Registrar's discretion. Course grades from other institutions do not transfer, only credits do.

Notes

- Transfer credits are posted to the student's record based on their declared major program upon admission to the College. Students may view their approved transfer credits in Self Service. (Student Planning - Academics Menu - Transfer Summary Link).
- Transfer credit is only granted for credits that will apply to the student's current degree program. Students starting a new major or career direction may find that not all of their previous college credits are accepted to Sage.
- If a student changes their major program after initial matriculation they may contact academicadvising@sage.edu to determine if there will be a change in the amount of their transfer credits.
- For OT and PT graduate admission, undergraduate transfer course grades may be used in calculating the GPA(s) for admission.

Sage has established transfer agreements and transfer course equivalencies with many colleges. New schools, programs and additional courses are always being added. Contact the Registrar's Office or the Advising Office for a more comprehensive list of all transfer courses accepted to date.

- Students may also use [Transferology](#) (Transfer Equivalency Database) to search for course equivalencies.
- Transfer articulation agreements: <https://www.sage.edu/about/community-resources/consumer-information/articulation-agreements/>

A maximum of 75 transfer credits are applicable toward the RSC baccalaureate (day) degree at Sage, with these conditions:

- Of the total 75 transfer credits permitted, 66 credits (maximum) may be from 2-year level colleges or by examinations (CLEP, AP, IB). **Exception:* may be up to 90 transfer credits in special cases such as college closures.
- Final transcripts from accredited institutions (official and sealed) are required
- Course grades of "C-" or above is required
- Students must complete at least one-half of their major credits at Sage
- Students must complete at least 45 credit hours in residence at Sage. **Exception:* may be 30 credit hours in residence in special cases such as college closures.
- 30 of the last 45 credit hours must be completed in residence

A maximum of 90 transfer credits are applicable toward the SPCE/continuing education baccalaureate degree at Sage, with these conditions:

- Of the total 90 transfer credits permitted, 66 credits (maximum) may be from 2-year level colleges or by examinations (CLEP, AP, IB)
- Final transcripts from accredited institutions (official and sealed) are required

- Course grades of "C-" or above is required
- Students must complete at least one-half of their major credits at Sage
- Students must complete at least 30 credit hours in residence at Sage
- 30 of the last 45 credit hours must be completed in residence

Program directors and department chairs have final authority on the awarding of transfer credits for coursework transferring in through their departments. Transfer credits from subject areas that are not offered at Sage may be evaluated by the appropriate College Dean's office. In some cases students may be asked to submit a course description and/or course syllabus to evaluate the Sage equivalency for the credit.

General Education Waivers

- RSC 101 is waived for transfer students with *15 or more transfer credits upon admission* or who have earned an associate degree prior to enrollment.
- RSC 201 is waived for transfer students with *54 or more transfer credits upon admission* or who have earned an associate degree prior to enrollment.
- Second degree students possessing an undergraduate bachelor's degree from an accredited college or university in the United States (prior to enrollment) are exempt from all general education requirements.

Transfer of Credit after Matriculation

In addition to the transfer credit regulations noted above, a currently enrolled undergraduate student who intends to transfer credit from another institution after matriculation at Sage must file with the Registrar the Transfer Credit Approval Form (available in Self Service - Student Planning - Academics menu). No credit will be transferred without prior department approval, nor will credit transfer for coursework with a grade below a "C-". Please note that course grades from other institutions do not transfer; only credits do. If approved, transfer credits are expected to be completed during winter or summer breaks. Completing external transfer credits while also attending full-time classes at Russell Sage College is not recommended therefore approval may limit the number of credits or not be granted.

Before registering elsewhere to take a transfer course students must: obtain permission of their faculty advisor (major) and submit the online Transfer Credit Approval Request [Form](#) (also available in Self Service - Academics Menu). In some cases, verification of course equivalence (for courses not previously transferred to Sage) from the director of the program in which the course would be offered at Sage is needed.

Official Transcripts

The student requests the transfer college Registrar's office to send an official transcript directly to Sage.

Russell Sage College
Office of Admission

140 New Scotland Avenue, Albany, NY 12208

or - electronic transcripts may be emailed from the transfer college directly to Sage: admprocessing@sage.edu

International Transcripts

- A certified course-by-course evaluation of foreign credentials is recommended
- A certified course-by-course evaluation of foreign credentials is required when the previous college level instruction was not in English
- Visit naces.org or aice-eval.org for a list of approved evaluation services

Links

- Advanced Placement Program (AP Credit)
- Armed Services Training
- College Level Examination Program (CLEP)
- Excelsior College Exam (Exams no longer offered beginning August 2022)
- International Baccalaureate (IB)
- Non-Collegiate Programs
- Sophia Learning: Russell Sage College no longer accepts any Sophia Learning courses for transfer.