



Transfer Credit Guidelines

Excelsior University is committed to providing access to education and providing students with the opportunity to transfer in coursework by reviewing credits from degree-granting institutions, military and job training records, and professional certifications and licenses to determine applicability and number of credits awarded. Students must meet minimum degree, program, and institutional credit requirements as appropriate, and Excelsior reserves the right to accept or deny credit from any specific institution or program.

Students will be reviewed individually, and official evaluations will be conducted at the time a student is admitted to Excelsior to identify applicability of approved sources of credit as it relates to an Excelsior degree program and its requirements. Applicability of transfer credit at Excelsior will be based upon the following:

- Transfer, application and enrollment policies in effect at the time a student is admitted.
- The program and curriculum requirements in place at the time a student is admitted.
- Coursework completed and applicability to degree requirements.
- Final grades a student receives on outside sources of credit.

Applicants are admitted to Excelsior degree and certificate programs when they meet all admission requirements for the specific program of study as outlined in the [Admission and Enrollment Policy](#). Some degree programs have special criteria for admission which may be found in our catalog. The [Transfer Credit Policy and Procedure](#) governs the sources of credit which are considered for transfer into Excelsior University. The [Credit Application Policy and Procedure](#) dictate which eligible transfer credits can apply toward an Excelsior degree program. Both policies include limitations and restrictions for specific degree programs.

Military Credit

The primary method for considering college credit for military learning experiences is the submission of an official Joint Services Transcript (JST) listing American Council on Education (ACE) recommended credits or an Air University/Community College of the Air Force transcript.

International Credit

Students must forward their official documents to an evaluation agency recommended by Excelsior for evaluating and interpreting international credentials. Courses taken at postsecondary institutions without this status will not be considered for credit unless the credits fall under another acceptable credit source category. Students who wish to submit transcripts from post-secondary institutions outside the United States should check the publication ["Transcripts Accepted Directly from Institutions Outside of the U.S. and U.S Territories"](#) on the University's website. Transcripts from institutions on this list may be submitted directly following guidelines the Submission of Incoming Official Credit Bearing Documentation policy.

For all other institutions, students must forward their official documents to an evaluation agency recommended by Excelsior University for evaluating and interpreting international credentials. International transcripts should not be submitted directly to Excelsior in this case. Students must review the Transfer Credit Sources policy to review the degree program breakdown to identify the appropriate evaluation agency and report type for the degree program they are seeking. All evaluation agencies charge a fee for their services.

Non-Collegiate Sources of Credit

Excelsior reserves the right to evaluate and accept/deny transfer credit for non-collegiate learning experiences that have been evaluated and recommended for college credit by the National College Credit Recommendation Service (NCCRS) and the American Council on Education Learning Evaluations (ACE), and Excelsior prior learning assessment. Excelsior will maintain a list of acceptable credit in an approved NCCRS/ACE Excelsior course list and details regarding documentation and restrictions may be found by reviewing the [Non-Collegiate Sources of Credit Procedure](#) on the Excelsior website.

Rabbinical & Talmudic School Credits (AARTS)

Excelsior will consider credits in transfer from Rabbinical and Talmudic schools accredited by the Association for Advanced Rabbinical and Talmudic Schools (AARTS) on a sliding scale when a student has successfully completed between 30 and 60 semester hours of credit and the institution holds "accredited" status or held "candidate" status during the student's attendance and subsequently achieved "accredited" status. "Correspondence" status and schools in "candidate" status that never achieved "accredited" status are not acceptable. A minimum grade point average of 2.0 is required.

New York University Foreign Language Proficiency Examination Credit

Excelsior considers the credit recommendations for foreign language proficiency examinations administered by the School of Continuing Education at New York University.



International Baccalaureate Credit

Excelsior will consider credit for the International Baccalaureate (IB) certificate or an IB diploma based on scores received on the Higher Level (HL) examinations passed.

Credit for Prior Learning Assessment Presented as Transfer Credit on Official Transcripts

This procedure applies to PLA credit that appears on an official transcript from institutionally accredited schools that meet the criteria of the Institutionally Accredited Institutions of Transfer Credit Source Policy. Credit from ACE, NCCRS, Excelsior's PLA program, and military credit do not follow this procedure.

The current [Start with More Credit](#) page, [Transfer Credit Sources](#) policy, and [Grade Scale, GPA, and Credit Application](#) policy will provide additional information on sources of credit which are considered for transfer into Excelsior and procedures that must be followed.

Fee to Transfer Credit

There is no fee for the credit evaluation of transcripts, certifications, and training submitted with an admissions application and up to 30 days after admission to the university. At this time, any credit submitted for evaluation will require a student to request a Post Admission Credit Evaluation to be completed for \$300 per new evaluation requested. To learn more [click here](#).

Undergraduate Transfer Credit

Excelsior provides students with transfer pathways and may accept credit from outside sources of credit. Students must earn the equivalent of a C- or higher on outside sources of credit to be considered for applicability to an Excelsior degree program. All approved transfer credit will be transferred in as a "Pass" and will not factor in the Excelsior GPA. Excelsior requires completion of a minimum of 30 upper-level credits for all degree programs.

Graduate Transfer Credit

Previously completed graduate-level coursework (**up to 15 credits**) may be used to satisfy the requirements of the graduate degree programs if approved by faculty. It is the policy of Excelsior University, in accordance with New York State Education Department policies, to limit and in some cases prohibit the application of post-baccalaureate coursework toward an undergraduate or dual degree. It is at the purview of Excelsior to determine if post-baccalaureate credits can be considered toward an Excelsior degree.

Below please find detailed transfer guidelines by Excelsior program offerings.

Undergraduate Programs

All undergraduate students must complete a minimum number of courses with Excelsior prior to earning an undergraduate degree to include Cornerstone, Information Literacy, and Capstone.

Program of Study	Transfer Credit Guidelines
Business	For the Bachelor of Science in business, credit being transferred into the business component must have been earned within 15 years prior to admission.
Health Sciences	For the Bachelor of Science in Health Care Management, credit being transferred into the Professional Business core must have been earned within 20 years prior to admission.
Liberal Arts	Students may transfer in as many as 53 credits towards an associate degree or 113 credits towards a bachelor's degree. There is no time limit on the acceptance of transfer credit.
Nursing	Up to 25% of the general education component can be comprised of non-collegiate sources of credit. Non-collegiate sources of credit will not apply to the following: nursing/major core component, Lifespan Developmental Psychology, Sociology, Anatomy and Physiology, or Microbiology, Ethics, Psychology, Sociology, and Statistics. External nursing courses are not applicable to any Excelsior nursing program. For the AAS Nursing, AS Nursing, and LPN to BS Nursing degree programs Anatomy & Physiology and Microbiology courses must be completed within 5 years prior to admission.
Technology	Non-collegiate sources of credit will not apply to the following requirements: (1) BS Nuclear Engineering Technology (Calculus I and II, Physics I and Lab, Physics II and Lab, Chemistry and Lab, Atomic/Nuclear Physics, Thermodynamics and Lab, Nuclear Engineering Technology Component); (2) BS Electrical Engineering Technology (Calculus I and II, Differential Equations, Physics I and Lab, Physics II and Lab, Chemistry, Electrical Engineering Technology Component); (3) BS Mechanical Engineering Technology (Calculus I and II, Physics I and Lab, Physics II and Lab, Chemistry and Lab, Atomic/Nuclear Physics, Thermodynamics and Lab, Major Core and Concentration Requirements); (4) BS Information Technology (Statistics, Discrete Mathematics, Information Technology Component); (5) BS Cybersecurity (Statistics, Discrete Mathematics, Cybersecurity Component); and (6) BS Computer Science (Discrete Mathematics, Major Core and Concentration Requirements).

	For all undergraduate degrees, except the BS Cybersecurity, BS Information Technology, and BS Computer Science, transfer credit must have been earned within 10 years prior to enrollment. Undergraduate-level transfer credit for the BS Cybersecurity, BS
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Graduate Programs

Program of Study	Transfer Credit Guidelines
Business	Graduate-level transfer and Excelsior credits must have been earned within 5 years prior to admission and require a minimum grade of B-.
Health Sciences	Graduate-level transfer and Excelsior credits must have been earned within 5 years prior to admission and require a minimum grade of B-.
Nursing	No external credits will be accepted in transfer and Excelsior courses must be completed within 5 years prior to admission.
Public Service	Graduate-level transfer and Excelsior credits must have been earned within 5 years prior to admission and require a minimum grade of B-.
Technology	Graduate-level transfer and Excelsior credits must have been earned within 5 years prior to admission and require a minimum grade of B-.

Arts & Sciences

Below please find information regarding what program areas are classified as Arts & Sciences.

What are Arts & Sciences?
Humanities Humanities subjects focus on developing knowledge and skills in critical reading, logical thought, and esthetic appreciation. Subjects may include Art, Philosophy, Music, Foreign Language, Literature, Theater, Ethics, Speech, Religion, Communication.
Social Sciences / History Social Sciences and History subjects focus on individuals and society and the processes individuals use to order their world. Subjects may include Psychology, Economics, Sociology, Geography, Political Science, History, Anthropology.
Natural Sciences / Mathematics Natural Sciences and Mathematics subjects focus on understanding the natural world and problem-solving processes. Subjects may include Anatomy & Physiology, College Algebra, Microbiology, Calculus, Chemistry, Genetics, Biology, Physics.

Sophia Learning Course Equivalency

Below is a course-by-course equivalency for coursework based upon current Excelsior transfer credit guidelines and curriculum requirements. For more detailed information about current policies and procedures associated with transfer credits, please refer to the above transfer guidelines.

Partnership students admitted after December 31, 2024, will be required to complete a minimum of fifteen (15) Excelsior course credits prior to degree conferral.

All students are required to meet all university and degree policies and requirements.

Course by Course Equivalency

Sophia Course	Sophia Cr.	Excelsior Classification	Excelsior Equivalent Course	Excelsior Cr.
Business Courses:				
Business Communication: BUSI1025	3	Humanities Credit (does NOT meet the BC requirement but does duplicate our BUS*222)		3 LL
Business Ethics: BUSI1020	3	Business Ethics requirement/Humanities Credit	BUS*323 Business Ethics	3 LL
Business Law: BusLaw1001	3	Business Law Core; Applied Professional / Free Elective	BUS 230 Business Law	3LL
Managerial Accounting: BUSI1011	3	Managerial Accounting Requirement/Applied Professional	ACC*212 Managerial Accounting	3 LL
Financial Accounting: BUSI1010	3	Financial Accounting Core; Applied Professional / Free Elective	ACC 211- Financial Accounting	3LL
Introduction to Business: BUSI001	3	Free Elective		3LL
Organizational Behavior: BUSI2015		AAB: Business Elective, BPB: not applicable, BSB: can satisfy the marketing requirement	BUS 311 Organizational Behavior	3LL

Operations Management: BUSI 2030		Does not apply to Tech degrees, AAB: Business Elective, BPB: Business elective, BSB: Business Elective		3LL
Principles of Finance: FIN1001	3	Principles of Management Core; Applied Professional / Free Elective	BUS 350- Principles of Finance	3LL
Principles of Marketing: BUSI2020	3	Free Elective for Technology Degrees, AAB: Business Elective,	BUS 351	3LL
Principles of Management: BUSI1013	3	Written English; Arts & Sciences; Professional / Free Elective	BUS 341 Management Concepts and Applications	3LL
Project Management: PM1001	3	Not Transferable		N/A
Career Success				
Workplace Writing I: ENG1010	3	Not Transferable		N/A
Workplace Writing II: ENG1020	3	Not Transferable		N/A
Computer Science and IT Courses:				
Introduction to Java Programming: CS1101	3	Technology Elective (AAT, BCY, BNX, BPT, and BEL degrees)		3LL
Introduction to Networking: CS1015	3	Business Elective/Applied Professional Elective	IT*250 Business Data Communications	3 LL
Introduction to Python Programming: CS1100	3	Free Elective (Not acceptable toward the Fundamentals of Programming core for BIX degree)		3LL
Introduction to Relational Databases: CS1011	3	Free Elective	IT 370- Database Management Systems (however still LL per ACE)	3LL
Introduction to Web Development: CS1005	3	Computer Technologies Core; Information Technology Core; Applied Professional/Free Elective	IT 371- Web Design and Development (however still LL per ACE)	3LL
English and Communication Courses:				
Conflict Resolution: ConRes1001	3	Humanities Elective. *Conflict Resolution duplicates Excelsior's COMM 324 and Sophia's Essentials of Managing Conflict course. Students can only have (1) course on file.	COMM 324- Conflict Management (Lower Level Credit)	3LL
English Composition I: ENG1001	3	Written English Requirement	ENG 101- English Composition	3LL
English Composition II: ENG1002	3	Written English Requirement	ENG 102- English Composition II (not applicable for BUS or TECH degrees)	3LL
Foundations of English Composition: ENG0050	3	Not Transferable		N/A
Public Speaking: COMM1002	3	Humanities Elective; Public Speaking Requirement	COMM 125- Public Speaking	3LL
Visual Communications: VisComm1001	3	Free Elective (does not count as a Humanities Credit)		3LL
Workplace Communication: COMM1010	3	Lower Level Humanities Credit (COMM*1010 cannot apply to AAB or BSB degree requirements, even as an elective course)		3LL
Humanities Courses:				
Ancient Greek Philosophers: PHIL1001	3	Humanities Elective		3LL
Approaches to Studying Religions: REL1001	3	Humanities Elective		3LL
Art History I: ArtHist1001	3	Humanities Elective	ART 101- History of West Art: Ancient through 14th Century	3LL
Art History II: ArtHist1002	3	Humanities Elective	ART 102- Since the 15th Century	3LL
Critical Thinking: PHIL1005	3	Humanities/Arts & Science Credit		3 LL
Developing Effective Teams: BUSI200	1	Humanities Elective		1LL
Introduction to Ethics: PHIL1002	3	Ethics Requirement (BSL only)		3LL
Language Courses:				
Spanish I: SPAN1001	3	Lower Level Humanities Credit		3LL
Spanish II: SPAN1002	3	Lower Level Humanities Credit		3LL
French I: FREN1001	3	Humanities/Arts & Science Credit		3 LL
Math				
Calculus I: MATH1040	4	Math Requirement	MAT 220- Calculus I	4LL
College Algebra: CA1001	3	Math Requirement	MAT 114- Intermediate Algebra	3LL
Foundations of College Algebra: CA0050	3	Not Transferable		N/A
Foundations of Statistics: STAT0050	2	Not Transferable		N/A
Introduction to College Mathematics: MA1020	3	Math Requirement	MAT 108 or MAT*114	3LL
Introduction to Statistics: STAT1001	3	Math Requirement (this course does	MAT 201- Statistics	3LL

		not apply toward the ASn, AAN, BSn or the RN-MSn program.)		
Precalculus: MATH1035	3	Math Requirement		3LL
Science				
Anatomy and Physiology I: SCIE1050	3	Natural Science Requirement (duplicates HUMBIO*1001)	BIO*115 A&P I (non-lab)	3 LL
Anatomy and Physiology I Lab: SCIE1051	1	Natural Science/Arts & Science Credit	BIO*115 A&P I (lab)	1 LL
Anatomy and Physiology II: SCIE1055	3	Natural Science requirement	BIO*116 A&P II (non-lab)	3 LL
Anatomy and Physiology II Lab: SCIE1056	1	Natural Science/Arts & Science Credit	BIO*116L A&P II (lab)	1 LL
Environmental Science: ENVS1001	3	Natural Sciences Elective		3LL
Health, Fitness, and Wellness: HLTH1011	3	Applied Professional/Elective Credit		3 LL
Human Biology: HumBio1001	3	Natural Science Core; Natural Science Elective	BIO 105- Anatomy & Physiology I	3LL
Human Biology Lab: SCIE1021	1	Natural Science/Arts& Science credit (duplicates SCIE1051 & our BIO*115L)		1 LL
Introduction to Chemistry Lab: CHEM1002	1	Natural Science/Arts & Science credit (duplicates our CHE*101L)		1 LL
Introduction to Chemistry: CHEM1001	3	Natural Science Core; Natural Science Elective	CHE 101- General Chemistry	3LL
Introduction to Nutrition: HLTH1010	3	Natural Science Elective		3LL
Microbiology: SCIE1045	3	Natural Science Requirement	BIO*212 Microbiology	3 LL
Microbiology Lab: SCIE1046	1	Natural Science/Arts & Science credit	BIO*212L Microbiology lab	1 LL
Public and Community Health: HLTH1030	3	Free Elective		3 LL
Social Science Courses:				
Criminology: SOSCI050	3	Social Science/Arts & Science Credit		3 LL
Introduction to Psychology: PSYC1010	3	Psychology Core; Humanities	PSY 101- Introduction to Psychology	3LL
Introduction to Sociology: SOCI1010	3	Sociology Core; Social Science; Humanities	SOC 101- Introduction to Sociology	3LL
Lifespan Development: HLTH1020	3	Social Science/Arts & Science credit	PSY*235 Lifespan Development Psych	3 LL
Macroeconomics: ECON1001	3	Macroeconomics Requirement/Social Science/history credit	ECO 262- Macroeconomics	3LL
Microeconomics: ECON1002	3	Microeconomics Requirement/Social Science/history credit	ECO 260- Microeconomics	3LL
U.S. Government: HIST1020	3	Social Science/History Credit		3 LL
U.S. History I: HIST1001	3	Social Science/History Credit	HIS 101- US History I	3LL
U.S. History II: HIST1002	3	Social Science/History Credit	HIS 102- US History II	3LL
Elective Courses:				
Career Readiness: CRED1010	3	Lower Level Applied Professional/Free Elective (can only award credit for this or Introduction to Career Readiness)		3LL
College Readiness: COLLEGE1001	3	Not Transferable		N/A
IT Career Exploration: CS1003	1	Applied Professional/Free Elective		1LL
Introduction to Career Readiness: CRED1001	1	General Elective/Applied Professional Credit (can only award credit for this or Career Readiness)		1 LL
Introduction to Information Technology: CS1001	3	(this course cannot be used towards the Computer Application Requirement for the AAT degree)	IT 221- Introduction to Computers	3LL
Personal Finance: ECON1010	3	Applied Professional/Free Elective		3LL
The Essentials of Managing Conflict: ConRes1000	1	Humanities Elective. *Essentials of Managing Conflict duplicates Excelsior's COMM 324 and Sophia's Conflict Resolution course. Students can only have (1) course on file.		1 LL



More detailed information on Excelsior University's degree requirements can be found by visiting the current [university catalog](#).