

## 2.4.8 Rules for Change of Major

(Last Modified on April 12, 2011) [Report a broken link](#)

Students switching from a non-science major to a science major must meet the Area A2 and Area D requirements for science majors even if they have already completed the Area A2 and Area D requirements for non-science majors.

## 2.4.9 Transfer Rules

(Last Modified on July 11, 2016) [Report a broken link](#)

Students in the USG must declare one home institution at a time. Students who transfer from one institution to another automatically change their home institution.

Students must meet the USG-specified minimum number of hours in each Area A–E.

Students successfully completing a course in one institution's Areas A–E will receive full credit in Areas A–E for the course upon transfer to another USG institution as long as the following conditions are met:

- The course is within the Area hours limitations of either the sending institution or the receiving institution and
- The student does not change from a non-science major to a science major

### An Example to Illustrate Cross-Area Transfer Credit

|         | Decatur State | Winder State | Moultrie State |
|---------|---------------|--------------|----------------|
| Area A1 | 6 hours       | 6 hours      | 6 hours        |
| Area A2 | 3 hours       | 3 hours      | 3 hours        |
| Area B  | 3 hours       | 3 hours      | 3 hours        |
| Area C  | 12 hours      | 9 hours      | 9 hours        |
| Area D  | 9 hours       | 12 hours     | 9 hours        |
| Area E  | 9 hours       | 9 hours      | 12 hours       |
| Total   | 42 hours      | 42 hours     | 42 hours       |

A student transferring from Decatur State to Winder State having completed the Decatur State core must be given credit in Area D (Natural Science) for the 3 excess hours of work done in Area C (Humanities, Fine Arts, and Ethics). If a student took 12 hours of Area E (Social Science) courses at Decatur State, only nine of those hours would transfer to Winder State but all 12 would transfer to Moultrie State.

Students successfully completing a course in one institution's Area F will receive full credit for the course upon transferring to another USG institution as long as the student retains the same major.

Receiving institutions may require transfer students to complete the requirements as specified for native students. However, the total number of hours required of transfer students for the degree must not exceed the number of hours required of native students for the same major.

Students who wish to take Area A–F courses (including distance learning courses) from a USG institution other than the home institution, either concurrently or intermittently, may receive transient permission to take and receive credit for Areas A–F courses satisfying home institution Area A–F requirements.

Provided that native and transfer students are treated equally, institutions may impose additional reasonable expectations, such as a grade of "C" in Area A–F courses.

### Chief Transfer Officer

Each institution will designate a Chief Transfer Officer (CTO) to facilitate the transfer of students within the USG. The CTO must have senior administrative and/or faculty status. The CTO is the contact person for students, faculty, advisors, records and admissions personnel, and academic administrators when problems related to transfer of Area A–F course work across USG institutions occur. However, CTOs should also be proactive and work to develop institutional procedures that minimize transfer problems.

Students with questions or concerns about the transfer of credit between USG institutions should contact the CTO at the receiving institution.