

NOTICE OF AMENDED REGULATION

April 20, 2016

DEPARTMENT OF EDUCATION

Division of Universities
University of North Florida

REGULATION TITLE:

Admissions – Transfer Students (Undergraduate)

REGULATION NO.:

2.0382R

SUMMARY:

The regulation is being amended in order to conform and align with BOG regulation 6.004.

FULL TEXT:

The full text of the regulation being proposed is attached.

AUTHORITY:

Resolution of the Florida Board of Governors dated January 7, 2003 and
BOG Regulation 6.004.

UNIVERSITY OFFICIAL INITIATING THE PROPOSED REVISED REGULATION:

Albert Colom, Associate Vice President, Enrollment Services

INDIVIDUAL TO BE CONTACTED REGARDING THE PROPOSED REVISED REGULATION:

Stephanie Howell, Paralegal, Office of the General Counsel, showell@unf.edu, phone (904)620-2828; fax (904)620-1044; Building 1, Room 2100, 1 UNF Drive, Jacksonville, FL 32224.

Any comments regarding the amendment of the regulation must be sent in writing to the contact person on or before May 13, 2016, to receive full consideration.

Polices & Regulations

Subject: Admissions – Transfer Students (Undergraduate)		
Number	2.0382R	<ul style="list-style-type: none"> ▪ New Regulation <input checked="" type="checkbox"/> Major Revision of Existing Regulation ▪ Minor/Technical Revision of Existing Regulation ▪ Reaffirmation of Existing Regulation
Effective Date	07/01/2008	
Revised Date		
Responsible Division/Department: Academic Affairs/Enrollment Services		

I. OBJECTIVE & PURPOSE

This regulation applies to the admissions of all transfer students to the University of North Florida. ~~The basis for this regulation can be found in the Florida Board of Governors BOG 6.004 Transfer Students-Undergraduate, which governs decisions regarding admission of all undergraduate, degree seeking transfer students to UNF and the satisfaction of general education requirements.~~ All University policies and procedures that result in a less stringent application of the requirements shall be superseded.

II. STATEMENT OF REGULATION

- ~~(1) The basis for this regulation can be found in the Florida Board of Governors BOG 6.004 Transfer Students-Undergraduate, which governs decisions regarding admission of all undergraduate, degree seeking transfer students to UNF and the satisfaction of general education requirements. Applicants to the University of North Florida must be in good standing and eligible to return to the last institution attended as a degree-seeking student.~~
- ~~(2) Applicants must have earned at least a 2.0 GPA on a 4.0 system on all college-level academic courses attempted. (3)~~
- ~~(3) Each undergraduate transfer student admitted to the University of North Florida is expected to demonstrate competency of foreign language or American Sign Language equivalent to the second high school level or higher (Spanish 2, Haitian Creole 2, etc). Students transferring to The University of North Florida without meeting the foreign language admissions requirement in high school may meet the requirement by successfully completing a postsecondary foreign language or American Sign Language elementary 2 course; demonstrating equivalent foreign language competency 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 demonstrating equivalent foreign language or American Sign Language competency 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.~~

~~(4) — All transfer students who apply to the University of North Florida must submit complete academic transcripts from all institutions attended these transcripts 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.~~

~~(5) — 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 University of North Florida in order that the appropriate college may determine the additional courses needed for the baccalaureate degree. This regulation 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.~~

~~(6) — 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 the University of North Florida provided the courses are applicable to a degree program offered.~~

~~(7) — 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. However, on a class by class basis, credits can be transferred to the University of North Florida from institutions inside the State of Florida, if those institutions and the courses in question are participants in the State wide common course numbering program.~~

~~(8) — 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), and other approved accelerated mechanisms 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.~~

~~(9) — Admission of Associate in Arts degree graduates from Florida College System and State University System institutions will be governed by the articulation agreement between the state universities and Florida College System of Florida, as approved by the Board of Governors and the State Board of Education. These Florida Associate in Arts degree graduates shall receive priority for admission to the University of North Florida 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.~~

~~(10) — 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 College System 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:

- ~~a.—At least 60 semester hours of academic work exclusive of occupational courses;~~
- ~~b.—An approved general education program of at least 36 semester hours and;~~
- ~~c.—A grade point average of at least 2.0 on a 4.0 system on all college level academic courses attempted, providing that only the final grade received in the courses repeated by the student shall be used in computing the average.~~

(11) — The University of North Florida will actively participate in the state-wide Career Ladder Degree Articulation Agreement. The Career Ladder agreement integrates specific associate in science degree programs with identified baccalaureate degree programs statewide. Each associate in science degree program must meet specific requirements as prescribed in the agreement and public postsecondary institutions are required to honor the transfer of credit toward the specified baccalaureate degree. Graduates of a Florida College System associate in science degree program with an agreement that is documented and maintained by the Articulation Coordinating Committee shall be granted admission to the University of North Florida in the program designated to articulate with their degree, except for limited access programs and those requiring specific grades on particular courses for admission. Admission to the student's preferred public postsecondary institution is not guaranteed. The University of North Florida shall develop admissions criteria to ensure that associate in science degree students are evaluated on an equal basis with associate in arts degree graduates and native university students for admission into Career Ladder programs designated as limited access and those requiring specific grades on particular courses for admission.

~~(12) — 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 the University of North Florida should satisfy the same admission requirements as beginning freshmen and have earned at least a 2.0 grade point average on a 4.0 system on all college-level academic courses attempted. In determining eligibility for admissions of undergraduate transfer students who have not earned the AA degree from an approved Florida public institution, the University of North Florida 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.~~

~~(13) — Transfer applicants without an AA, applying to the upper division of the University of North Florida shall have completed the following:~~

- ~~a. At least 60 semester hours of transfer credit in college level academic courses, exclusive of occupational course.~~

~~(14) — Florida College System and state university students who have been certified as having completed an approved general education program prior to transferring to the University of North Florida will be considered as having met the general education requirements.~~

(15) Notwithstanding anything else contained hereinabove to the contrary, the ultimate decision regarding the admission of any and all transfer students shall rest with the University of North Florida and the University of North Florida shall be free to use any criteria as it may deem appropriate in making such admissions decisions. [Additional information regarding this policy can be directed to the Transfer Student Services Office at the University of North Florida.](#)

Specific Authority: Florida Board of Governors Regulation 6.004 and Section 7(d), Art. IX, Fla. Const.; Formerly 3.005; Approved by the BOT April 17, 2008 and by the BOG June 18, 2008. Amended and Approved by the BOT October 15, 2013 and by the BOG March 4, 2014.

Approved by the BOT and by the BOG.