General Requirements for Baccalaureate Programs

A student must:

- Complete the general studies and major requirements;
- Earn a minimum of 124 credit hours, including 60 from a senior college for the following departments: Art; Biology; Chemistry; Communication & Journalism; Theatre, Cinema & Dance; Computer Science, Mathematics & Physics; Economics, Political Science & Sociology; English & Modern Languages; History & Geography; Philosophy & Religion; Music; and Psychology (100 level and higher, maximum of 6 CED credit hours applicable);
- Earn an overall GPA of at least 2.0;
- Earn an overall GPA of at least 2.0 in those courses needed to satisfy the requirements of the selected major;
- Earn a minimum of 30 credit hours in upper-division courses (numbers in the 300s and 400s). Lower-division transfer courses accepted as meeting upper-division departmental course requirements cannot be used to fulfill this requirement;
- Earn 12 credit hours in one foreign language for all Bachelor of Arts (BA) degrees;
- Earn 30 of the last 45 credit hours at MWSU in institutional coursework (exclusive of credit by examination);
- Participate in required departmental and campus wide assessments; and
- Fulfill the Missouri Constitution requirement.

Some baccalaureate degree programs may require more than 124 credit hours, may require a higher GPA, may have minimum grade requirements and may have additional certification requirements. (See actual degree program for specific requirements.)

General Requirements for Associate Programs

A student must:

- Complete the general studies and major requirements;
- Earn a minimum of 62 credit hours (100 level and higher, maximum of 6 CED credit hours applicable);
- Earn an overall GPA of at least 2.0;
- Earn 20 of the last 30 credit hours at MWSU in institutional coursework (exclusive of credit by examination);
- Earn an overall GPA of at least 2.0 in those courses needed to satisfy the requirements of the selected major;
- Participate in required departmental and campus-wide assessments; and
- Fulfill the Missouri Constitution requirement.

Some associate degree programs may require more than 62 credit hours, may require a higher GPA, may have minimum grade requirements and may have additional certification requirements. (See actual degree program for specific requirements.)

The above information and all information regarding degree and program requirements is available in the Missouri Western Undergraduate Catalog available at catalog.missouriwestern.edu.
Transfer Admission Information

Transfer coursework is evaluated, credit is awarded and policies applied in the same manner applicable to currently enrolled Missouri Western students. Questions regarding transfer equivalencies or processes should be directed to the Admissions Office.

To be admitted as a college transfer, applicants must provide:

1. Completed application for admission.
2. Official transcript from each undergraduate college and university attended. Student transcripts received from other colleges and universities become the property of Missouri Western, and are not reissued to the student or to another institution.
3. If you have earned less than 24 credit hours you will be required to submit an official high school transcript and ACT scores.

Students who have completed an Associate of Arts degree (AA), a bachelors degree or the Missouri 42-hour general education block (must be noted on the transcript or other official document) from a regionally-accredited institution, are considered to have satisfactorily completed Missouri Western’s general studies requirements (some exceptions apply which will be evaluated on a course-by-course basis). Completion of general studies requirements does not waive departmental major prerequisites. A transfer student who has completed any other degree will have their courses evaluated on a course-by-course basis.

Missouri Western accepts unlimited lower division transfer hours (100-200 level) from accredited two-year colleges. Graduation requirements which may impact a transfer student include:

- Earn a minimum of 124 credit hours (including 60 hours from a senior college in the following departments: Art; Biology; Chemistry; Communication and Journalism; Theatre, Cinema and Dance; Computer Science, Mathematics and Physics; Economics, Political Science and Sociology; English and Modern Languages; History and Geography; Philosophy and Religion; Music; and Psychology)
- Earn a minimum of 30 credits in upper-division coursework (300-400 level). Lower division transfer courses accepted as meeting upper division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credits at Missouri Western in institutional coursework
- Refer to www.missouriwestern.edu/transfer for transfer credit equivalencies and guidelines

Transfer credit is:

- Awarded if it was completed at the prior institution after they received accreditation or during the period that they were granted candidacy status from a regional accrediting body as stated above.
• Not awarded for coursework completed at institutions not accredited as stated above. Exceptions may be approved through the transfer appeals process. See “Appeal Procedure for Transfer Credits.”
• Awarded to graduate level students for graduate coursework approved by the head of the appropriate graduate program or the Dean of Graduate Studies.
• Not awarded for vocational-technical programs or practical training. Exceptions may be approved for specific programs or degrees through articulated agreements or by approval of the appropriate academic department chair and the Admissions and Graduation Committee.
• Awarded for a limited number of religion courses that are substantially similar to courses offered at Missouri Western. Courses in mission, theology, doctrine, and religious education are not accepted.
• Awarded to students only if they enroll at Missouri Western subsequent to completing coursework at other institutions (exceptions may be approved by the Registrar’s Office).

Appeal Procedure for Transfer Credits

A student has the right to appeal a denial of transfer credit at Missouri Western. After consulting the Office of Admissions, a student wishing to appeal may take the following steps:

1. File an appeal with the Admissions and Graduation Committee (contact the Registrar’s Office, Eder 102 with questions).
2. Indicate specific transfer course and proposed MWSU equivalent/requirement for each transfer course.
3. For each transfer course submit a course description, a course syllabus and if appealing coursework from an institution not regionally accredited, the credentials of the instructor.
4. For each general studies transfer request provide documentation if the course was considered a general education course at the transfer school.

Transfer information can be found at http://catalog.missouriwestern.edu/undergraduate/university-information/admission/transfer/#collegetransfer

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