

CREDIT AND TRANSFER CREDIT

Credit

Concordia University Chicago is proudly accredited by the Higher Learning Commission. Typically, credits transfer to other accredited institutions, yet it is the receiving institution's decision to accept and apply another university's credits according to its policies. Students are responsible for contacting the receiving institution about their transfer credit policies.

Concordia University Chicago operates on a semester system. The Academic Year consists of three 16-week semesters (Summer, Fall, and Spring) with Summer acting as a header to the Academic Year. Summer semester courses typically run from early May through late August, Fall semester courses typically run from late August through mid-December, and Spring semester courses typically run from mid-January through early May. Various terms shorter in length than the semester are offered.

Transfer Credit

Concordia University Chicago reserves the right to determine the number, age, content and type of transfer credits accepted toward the student's degree or program.

After the completion of 12 semester hours of coursework at CUC, no more than 50 percent* of combined transfer credit and previously-applied CUC credit may be applied to a program. Application to have transfer of credits apply to a graduate program must be made by the student through the advisor. These credits must be approved by the appropriate program coordinator, division chair and the Registrar. Only courses taken within the past eight years of the student's program start term with a grade of "B" or higher from a regionally accredited institution of higher education will be considered for transfer credit. Graduate work beyond the student's initial master's degree, satisfactorily completed at other regionally accredited institution(s), may be accepted toward doctoral degree programs upon approval of the student's GPS advisor, division chair and the Registrar.

A CUC student's cumulative GPA is calculated solely on courses taken at CUC; transfer coursework is accepted as credit. Only courses with standard grades (A+, A, A-, B+, B) will be considered for transfer credit.

Workshop credit taken outside of Concordia University Chicago will not be accepted for transfer credit. Workshop credit earned at Concordia-Chicago will count toward program requirements, where applicable. Joint Services Transcripts will be reviewed on a case-by-case basis and will only be applied if it fulfills academic requirements for the student's program.

Students pursuing any licensure, endorsements, or certificates are required to complete a minimum of 50 percent* of the semester hours of required coursework specifically selected to meet state requirements at Concordia University Chicago. Once coursework has been specified, it cannot be changed without the approval of the appropriate program coordinator, division chair, and the Registrar.

*The only exception to this transfer credit policy relates to number of credits in transfer to the School Service Professional (SSP) endorsement. Please see the SSP program page (<https://catalog.cuchicago.edu/graduate/postmasters-endorsement-programs/professional-educators->

[license-school-service-personnel-endorsement-/#text](#)) for more information.

Credit for Prior Learning (CPL)

Credit for Prior Learning (CPL) is experience-based learning attained outside the traditional institutions of higher learning. Graduate students may earn CPL only under special circumstances and only with the approval of the division chair and college dean towards a Concordia University Chicago (CUC) program. Students wishing to pursue CPL should contact their graduate advisor to initiate the process. Approved CPL will be awarded as transfer credit and is subject to CUC's transfer policies. (<https://catalog.cuchicago.edu/graduate/academic-information/>)#When CPL is approved, a fee will be applied; please see the Fees (<https://catalog.cuchicago.edu/graduate/fees/>) page or contact Student Business Services at 708-209-3241 to learn more.#Please contact the Office of the Registrar at transferequivalency@cuchicago.edu with any questions about CPL.