

## TRANSFER STUDENTS

Students transferring to LSCC from other colleges should submit official transcripts from all previously attended colleges prior to registering for classes the first time, but no later than the beginning of their second term. An evaluation of course transferability is made after the student has been granted final acceptance. **Every effort will be made to complete official transcript evaluations by the end of the student's first semester at LSCC.**

Transfer credit will be evaluated as follows:

- A. Transfer of credit is the act of awarding credit at Lake-Sumter Community College for coursework taken at another institution, through credit by examination, through current articulation program agreements, and approved industry certifications.
- B. The purpose of awarding credit for coursework or credit by examination is to allow students to transfer their credits to Lake-Sumter Community College according to LSCC course equivalencies, and to accelerate the completion of the students program.
- C. **All Students who have previously registered at any other post-secondary institution, regardless of the amount of time spent in attendance or credit earned, are classified as transfer students. These students are required to submit official transcripts from that institution for the purposes of evaluation.**
- D. **Students must submit all official transcripts directly to the district LSCC Admissions/Records Office within one term of enrollment or no registration will be allowed for subsequent terms.**
- E. All Students planning to file for financial aid must submit all of their official transcripts prior to the first term in which they are applying for aid.
- F. Students must earn a minimum of 25% of their degree or certificate credits at Lake-Sumter Community College.
- G. Transfer of credit from other institutions, College Board (Advanced Placement) and from credit by examination test scores will **only be evaluated from original, official transcripts submitted directly from each institution or agency.**

*Institutional and high school transcripts are pulled for evaluation at the beginning of each semester. Transcripts pulled mid or late in the semester cannot be guaranteed evaluation until the beginning of the following semester.*

**CONSULT THE CURRENT LSCC CATALOG FOR IMPORTANT DETAILED INFORMATION ABOUT TRANSFER PROCESSES**