



## TRANSFER POLICY

### I. Transfer credits earned *prior* to the student's enrollment at GSD

Should a candidate wishing to apply to a degree programme at GSD have completed academic credits prior to his/her candidacy at GSD, the Admissions Office together with the GSD Academic Office evaluates and decides the transferability and, if applicable, amount of credits that can be transferred to GSD.

## EVALUATION CRITERIA

- a) University-level of previous courses
- b) Relevance to academic curriculum of degree programme at GSD
- c) Overall amount of transferable credits

## RESTRICTIONS ON TRANSFERABILITY

### a) Maximum of transferable credits to GSD

#### I. Transfer credits *prior* to enrollment at GSD

- max. of BA-IR 120 ECTS out of required 180 ECTS
- max. of MIR 30 ECTS out of required 90 ECTS

#### II. Transfer of credits *during* enrollment at GSD

- max. of BA-IR 9 ECTS out of required 180 ECTS
- max. of MIR 3 ECTS out of required 90 ECTS

### b) Non-transferability for specific types of courses

GSD reserves the right to deny credits for courses that are not compatible with the academic curriculum of the offered programmes. Certain types of courses cannot be considered as transferable, e.g. language courses; courses below university level, vocational courses.

NOTE: Credit transfer request for students prior to enrolment at GSD, should be done not later than the end of the first month of the first semester of their studies. Credit transfer request for students during the enrolment, should be done within the three months of the following semester.

### c) Appearance on academic record

Transfer credits are merely listed on the student's academic record as a total number of transfer credits awarded with a passing mark "P". Transferring credits does not include the transfer of GPA or grades.

### b) Consequences on tuition

Upon approval of transfer credits by GSD, these will be counted towards the degree requirements of the respective programme. Each ECTS credit carries a value which will be deducted from the annual tuition fees