

## **Transfer Credit and Waiver of Program Requirements Policy: Master of Divinity and Master of Theological Studies programs**



### **Transfer Credit**

Students applying to transfer into the MDiv program or the MTS program may petition to transfer up to 7.5 courses (15 x 0.5 course) or 5.0 courses (10 x 0.5 course) respectively for masters-level work done at other Association of Theological Schools accredited institutions and other institutions approved by the Huron Faculty of Theology. Huron may award a student credit for work applied to another completed degree program, including a degree program previously completed at the same level and in the same discipline at an accredited institution. At the discretion of the Dean of Theology, up to five half courses (5 x 0.5) may be transferred into the MDiv or MTS program at Huron from a previously completed degree at the same level. Transfer credits can be awarded only for courses completed within ten years preceding initial registration at Huron and cannot be applied to more than one Huron degree. No transfer credit will be granted for any grade less than a “B-.” A student may similarly petition for waiver of program requirements in the MDiv or MTS degree on the basis of courses taken in a qualifying bachelor’s degree (see separate section on Waiver of Program Requirements).

Students who have completed courses in the Huron Licentiate in Theology program may petition for transfer of LTh courses to the MDiv or MTS programs at a rate of 3 LTh courses per 0.5 MDiv or MTS elective courses up to 2.0 courses for the MDiv and 1.5 courses for the MTS. Further application of these transfer elective courses to program requirements is at the discretion of the Dean of the Faculty of Theology. No transfer credit will be granted for any LTh grade less than a “B-,” and only LTh courses taken for a letter grade may be transferred.

For students seeking admission to the Master of Arts (Theology) program, the transfer credit policy of Western University’s School of Graduate and Postdoctoral Studies applies: “At the time of the student’s admission, a program may reduce its requirements if it is satisfied that the student has completed equivalent work that has not counted toward a previous degree” (SGPS Regulations, 6.10).

Either at the time of application or within three months of admission, students must file a petition to the Admissions Committee seeking transfer credit and supply a course outline or syllabus for each course for which transfer credit is sought. The Admissions Committee will review a student’s petition for transfer credit and make a recommendation to the Dean of the Faculty of Theology no more than eight weeks after the date of the student’s petition.

The final evaluation of a student’s competency and correspondence of courses rests with the Dean of the Faculty of Theology. The Dean will notify the student and the Registrar of the outcome of the student’s petition within 12 weeks of the date of the student’s petition.

## Waiver of Program Requirements

Students applying for the MDiv or MTS programs may petition the Admissions Committee to have a required course or courses for their program waived based on demonstrated competency in that discipline in previous university studies (also referred to as “Advanced Standing”). Students must file a petition for such waivers before the end of the first week of classes of the first term of their programs. The Faculty of Theology will evaluate the student's competency in one of two ways, either

1. by administering either an oral or written examination in that area; or
2. asking the student to submit a copy of the course outline(s) and any papers and/or examination of previous studies.

The choice of method and final evaluation of a student's competency rests with the Dean of the Faculty of Theology. If the required course is waived, the completed petition will be filed with the Dean's office and the Registrar's office. The student may then choose a higher level course in that or any other Area as an extra elective in their degree program.

*Updated and approved May 2022*