

Transfer of Nursing Course Credits

Students meeting the expectations for professional standards of conduct as defined in the HCC policy for Academic Integrity may apply to transfer nursing credits into the Hagerstown Community College (HCC) Nursing Program. **NOTE:** Students may transfer up to 75 percent of their degree or certificate requirements. All transfer students working for a degree or certificate must take at least 25 percent of their credits at HCC.

- The transfer institution must meet the accreditation standards for all other HCC transfer students as listed in the [HCC catalog](#).
- Must have a letter of recommendation from the Dean/Director of Nursing at their transfer institution.
- The student should schedule an appointment with the Retention Specialist for Nursing to begin the transfer process and complete the transfer evaluation request form.
- The student needs to schedule an appointment with the Director of Nursing and the nursing transfer committee.
- The student will need:
 - To complete an online application for both HCC and a supplemental application for the RN nursing program.
 - Official transcript/s from all colleges attended.
 - A minimum cumulative grade point average for all college coursework of 2.0 on a 4.0 scale. In addition, a minimum grade point average of 2.5 for all program courses is required.
 - Only credits with a “C” or better will be considered from the transfer institution for transfer into the HCC Nursing Program.
 - Students who have not taken the TEAS exam, or their TEAS exam is over three years’ old will need to re-take the exam. (TEAS scores must meet current HCC Nursing Program scores and be on file in the Admissions Office.)
 - Gen-Ed courses will most likely transfer in. Student is responsible for any cost associated for ATI exams.
 - Fundamentals course will transfer in with the following stipulations:
 - Student must take and pass the ATI exam for Fundamentals with a Level 2 or greater. (If it’s been over a year since the student took the exam).
 - Students must provide their Fundamental syllabus from the transfer institution.
 - Students must pass basic fundamental skills in the Nursing Lab.
 - Student **must** take all three Med-Surg courses at HCC.
 - Med-Surg courses will not transfer in.
 - Student **must** take Pharmacology course at HCC.
 - Pharmacology courses will not transfer in.
 - Other nursing courses may transfer in:
 - Students must provide Syllabus for each transfer nursing course.
 - Students must achieve a Level 2 on the ATI content mastery exam for that course, if it’s been over a year since taking the exam.
 - After the above qualifications are met, the committee will confer and decide appropriate course to integrate the student into the RN program.
 - Contingent on space in the nursing courses at the time of transfer.