FAQ about Transferring Courses

Q: How many courses can I transfer for credit towards the PhD in English?

A: You can transfer up to 9 credits, which roughly means 3 courses.

Q: Can any of these courses count towards any of my requirements (major/minor/allied)?

A: No—all classes that you transfer in can only count towards electives.

Q: Can I transfer in foreign language credit?

A: If you fulfilled a language requirement from your previous grad institution, you can have that counted towards one of your language requirements (it should be noted somewhere on your transcript). If you majored or minored in a language at your undergraduate institution and it is noted on your transcript, that can also count. You do not need to formally transfer in a language course; in other words, these won't count towards your total 9 credit transfer hours.

Q: I took a pedagogy course at my previous graduate institution—do I need to apply for transfer credit in order to receive a waiver from ENGL 606?

A: You do not need to apply for transfer credit to receive a waiver for ENGL 606. Please see the director of the writing program to determine whether your grad class can count to replace ENGL 606. The director will be able to assess whether you will receive a waiver and be exempt from taking ENGL 606, but the waiver will not count towards course credit.

Q: What do I need to do to transfer classes?

A: Please do the following in 6 easy steps:

1) Go to the department website and find the "Graduate" tab and then click on the "Forms" link and download the transfer credit form.
http://englishcomplit.unc.edu/english/graduate/forms

2) Go to the department website and find the "Graduate" tab and then click on the link for the Graduate Record—this is the list of all possible courses that could be taught in the Department of English & Comparative Literature (which is not to say that these courses are taught each semester or even each year).
http://www.unc.edu/gradrecord/programs/english.html

3) Find a course that closely resembles the course you want to transfer. For example, if you took a grad level course on James Joyce, you want to find a course that closely matches. There is no James Joyce seminar offered in our department; however, ENGL 880: Ireland in Modernity is a close enough match.

4) When you fill out the transfer form you will need to include all relevant information about course name and number from your previous grad institution and the UNC Chapel Hill course name and number.

5) You will also need to include a copy of your transcript with the relevant courses highlighted that you wish to have transferred, and you will need to include the course syllabi of the courses you want to transfer from your previous grad institution.

6) Turn in the transfer form, grad transcript, and course syllabi to the DGS office.