

Winona State University Transfer Credit Appeal Process

Student Appeal. If a student is not satisfied with a WSU transfer decision, the student may appeal through contact with an Admissions office transfer specialist. Once an appeal has been received, the student can expect a written response within 15 working days.

If not satisfied with the WSU appeal decision, the student may appeal to the Senior Vice Chancellor of Academic and Student Affairs at the MnSCU system level:

- A student shall appeal a transfer decision at the college or university level prior to appeal at the system level.
- The system level appeal request shall include a copy of the college or university transfer appeal decision with supporting rationale, transcript and other documentation.
- To be considered, the student appeal for a decision that involves credits from system colleges and universities must have the support of the chief academic officer or designee of the sending system college or university. When a transfer decision involves credit earned at an institution outside the system colleges and universities, the support of a chief academic officer or designee is not required.
- Upon receipt of the system level appeal, there shall be a review by Office of the Chancellor transfer staff. The review shall be based on course descriptions, outlines, objectives, learning outcomes, and/or other relevant information. The transfer staff shall submit a recommendation to the Senior Vice Chancellor for Academic and Student Affairs.
- The Senior Vice Chancellor of Academic and Student Affairs shall make a final determination regarding disposition of the appeal. The decision of the Senior Vice Chancellor shall be binding on all system college and university parties.

Complete Procedure 3.21.1 Undergraduate Course Credit Transfer information as established by the Minnesota State College and University System is available by clicking [here](#).

Approval Date: 08/01/2007

Effective Date: 08/01/2007