

Policy on Transfer Credits	
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Policy Author	University Council
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Issuing Authority	University President
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History	<p>The policy was reviewed and updated by the UC on 13<sup>th</sup> February 2024 (version 3.1).</p> <p><i>Addition of (Arabic and Islamic Studies courses are exempt from this condition) under art. 1, pg.2.</i></p> <p><i>Removal of (transfer of credits from International Partners).</i></p> <p><i>V3.2 Replacement of the plan credit hours pg. 3 as per YU Executive Rules of MOE by Laws pg.19</i></p> <p>The policy was reviewed and updated by the UC on <b>30 July 2025.</b></p>

## Policy on Transfer Credits

### Introduction

This policy clarifies the YU position on transferring credits from other licensed or accredited institutions of higher education.

### Policy Content

Generally, YU will accept:

Credits earned at KSA and other national or international MOE accredited/ licensed institutions, if:

1. The courses from the sending institution have been deemed by the respective College Dean to be 80+% equivalent in content and rigor to YU classes; (*Arabic and Islamic Studies courses are exempt from this condition*).
2. The courses from the sending institution are at roughly the same level, i.e. freshman = freshman, sophomore = sophomore, etc. (although there can be some variations); and have been taught in English (per course outline/syllabus) except for Arabic and Islamic Studies which may have been taken in Arabic.
3. The grades received in the courses must be 2.0/4.0=C=Satisfactory/Average=70% or better;
4. Students with no academic courses will be considered freshmen.
5. Students with complete academic courses must hold CGPA more than (1 out of 4) or (2 out of 5).
6. Combined grades weight index:
  - a. High School 40%
  - b. General Aptitude Test (Qudrat) 30%
  - c. CGPA 30%
7. The credits are on a 15+ week semester basis (10+ quarter credits are calculated at 2/3 the rate of YU semester credits).
8. Official transcripts are received from the sending institution; and
9. Also, students transferring into YU must either:
  - a. present TOEFL scores of 500+ or IELTS scores of 5.5+ and a minimal of 5.0 in each skill (Reading, Writing, Speaking and listening),
  - b. complete the INTERLINK Placement Test requirements, or

- c. have completed at least two full academic years at a licensed college or university in a native English-speaking country i.e. USA, UK, Canada, Australia, New Zealand, South Africa, etc. with a cumulative GPA of 2.0/4.0 or above.
10. No vocational or community college (Diploma) courses or other training courses can be transferred to YU for academic credit.
11. If a student is transferring credit to YU, no matter how many credits YU agrees to transcript (generally a maximum of 50% of the degree requirements), the student must still complete a minimum of 50% of the degree credits at YU in order to earn a baccalaureate degree. YU will transfer up to 12 credits towards the EMBA, MBA and other graduate degrees, under the same conditions for transferring undergraduate credits; however, the earned grades must be 3.0/4.0=B-Good=80% or higher.

For students with courses that meet all the above requirements, except number 1, the courses may be transferred to the appropriate elective course.

Electives may be any academic (and sometimes occupational) course that is approved in advance by the faculty advisor. Required courses and Business/Computer courses must be approved in advance by the respective College Dean.

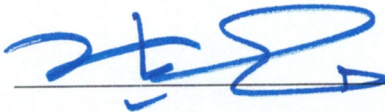
The University charges a fee for transcript evaluation of 1,000 SR per transcript for undergraduate and graduate transcript evaluation for purposes of transferring credits into YU.

### Exception

The University-Council reserves the right to decide any situation/ circumstances outside the conditions stated in this policy

### Authorization

The policy was authorized by:



University President

12-8-2025

Date