

Transfer of Credit

Section II (A)(10), Substantive Standards, Standards of Accreditation

- a. At its discretion, a school may accept transfer credit for a course completed in other postsecondary institutions when comparable in scope and content to the school's own coursework.
- b. In evaluating credit earned by students for transfer, a school must adhere to the following principles and practices:
 - i. A school has established appropriate criteria (in areas such as comparability, applicability, source, and age of the previously earned credit; academic preparedness of the student at the time of credit transfer; grade earned for the credit to be transferred; etc.) and applies a systematic, consistent process for determining whether to accept credit earned at other institutions for transfer.
 - ii. A school publishes its transfer-of-credit policy in its catalog and clearly communicates the criteria and process for evaluating and accepting credit earned at other institutions for transfer.
 - iii. The acceptance of credit for transfer is primarily based on the competencies achieved by the student in previously completed coursework and whether the competencies reasonably align with the coursework and the program into which the credit is to be transferred.
 - iv. Accreditation of the institution or program from which the student is seeking to transfer credits is a consideration for credit transfer decisions; however, the source of accreditation of the institution or program from which the student is seeking to transfer credits is not the sole basis for accepting or denying credit for transfer.
- c. The school must document in the student record from what school and on what basis transfer credit was accepted.
 - i. At a minimum, 25% of the credits required for nondegree and undergraduate degree programs must be completed at the school awarding the degree.
 - ii. The majority of the credits required for a graduate degree program must be completed at the school awarding the degree.