

## Albright College Accelerated Degree & Graduate Program Transfer of Credit Policies

### ***Accelerated Degree Program Student Handbook***

#### *Transfer of Academic Course Credit Prior to Albright Enrollment*

At the time of acceptance to the program and prior to enrolling, students are given a transcript evaluation form that indicates the number of credits accepted by Albright for transfer purposes and the specific general education and/or elective course requirements needed beyond the course requirements in desired major. Students are responsible for submitting official copies of transcripts from all previous institutions before enrolling. Transcript evaluations are based on transcript information provided by the student, are contingent upon authentication by official transcripts from accredited transfer institutions, and are subject to evaluation by the Director of Accelerated Degree Programs. A copy of students' transcript evaluation can be made available at any time upon request to an enrollment advisor. Students will also be made aware of total courses needed to graduate on admission letter to desired major. Grades achieved at another institution by a student entering Albright College do not count toward the cumulative average at Albright College. While the approved courses will count toward graduation, only grades received for Albright courses (ADP and Traditional Day) overall will determine the cumulative grade point average. Students entering courses in their major must complete all 16 courses in their cohort at Albright in order to obtain an Albright College degree. Albright College holds transfer articulation agreements with a number of partner community colleges. All students who hold earned transfer associate degrees from partner community colleges receive a core-to-core transfer of general education requirements from the partner college to Albright, with the exception of two Foreign Language/Culture and one Interdisciplinary Studies (old general education curriculum) general education courses. Career or occupational associate degrees from partner community colleges are evaluated on an individual, course-by-course basis. Students will need to achieve a grade of C- or better in each course for transfer.

#### *Transfer of Academic Course Credit During or After Albright Enrollment*

Once enrolled at Albright, students must obtain approval from Albright College to take a course at a transfer institution for the purposes of fulfilling general education and/or elective course requirements. The student must complete and submit the electronic Application for Approval of Study at Other Institutions form on the ADP Student Support Site, providing the course number and title as well as a copy of the course description, from the other institution's academic catalog. An official transcript reflecting a grade of C minus or better must be forwarded to Albright before credit from the approved course is transferred toward degree requirements. Students should be aware that Title IV federal financial aid can only be receiving at one school for any given semester.

### *Decisions Regarding Transfer of Credits*

Upon acceptance to Albright College Accelerated Degree Program, a final decision will be made and communicated to each accepted student about the exact courses that transfer towards an Albright College bachelor's degree. Any questions regarding surrounding transfer credit decisions for Accelerated Degree Programs can be directed to the Associate Director, Accelerated Degree Programs. Accelerated Degree Programs maintains comprehensive course transfer equivalencies for its seven largest community college transfer partners. When the ADP Associate Director comes across a course that has not been transferred before or is in question, this person will consult with the Registrar's office to make the final determination of credit transfer. Albright College Accelerated Degree Programs does not differentiate the potential for transfer of credits by mode of delivery, with the exception of MOOC's (Massively Open Online Courses). Mastery of a MOOC course may be satisfied by a student demonstrating competency through a related College Level Examination Program (CLEP) or DANTES-DSST exam. The student would follow normal procedures to satisfy the CLEP or DANTES-DSST exam and use the MOOC learning experience to increase opportunities to achieve the sufficient CLEP score needed to achieve credit at Albright College.

### ***Graduate Program in Education Student Handbook***

Students may transfer to Albright College a maximum of nine credits of graduate work completed at another institution. Students may transfer work completed within five years prior to their admission to the program or taken concurrently with their enrollment. Transfer credit may not be given for graduate level courses completed in fulfilling baccalaureate degree requirements. Albright graduate degree candidates must obtain preliminary approval from the Office of Graduate Studies to take a course at another institution. Preliminary approval does not guarantee that transfer credit will be granted. Final approval will be granted only if the following criteria are met:

1. The course must have been graded – neither Pass nor Satisfactory can be accepted.
2. The student must have earned a grade of B or better in the course.
3. The course may not include work for a thesis, independent study or research.
4. The course must form a part of the student's program in his/her field of concentration.
5. An official transcript is received from the other institution.

The grades earned in transfer courses will not be counted in the Albright grade point average. A final decision will be made by the Registrar's office.