

Transfer of Credit Policy

level requested. For example: 1.) Technical Diploma, associate degree, bachelor's degree
courses taken at a WCre

The Student Records Team is responsible for the coordination of the Credit for Prior Learning procedures, from receiving the initial request to completion of the transfer by entering the initial data. Permission to transfer certain program requirements will be granted provided the course(s) being transferred are equivalent in content and credit value and the grade earned is equivalent to a C/70% or better. Program areas such as Health Sciences may require a higher transfer grade as part of their program requirements. A student must complete at least 25% of their program coursework and this percentage may be higher for certain individual programs.

1. A student requesting credit transfer must provide an Official transcript from the institution(s) of prior attendance before the request can be processed. Transcripts reflecting transfers from other institutions are not sufficient for granting credit from both institutions.
2. An Admission Advisor, Academic Advisor or Student Records Team member can give a tentative review of the student's credits if the student has an unofficial copy of transcripts.
3. Deans and/or instructors may be requested to assist in the final decision to grant or deny the transfer. NWTC may also request a course syllabus/outline in order to fully review for equivalency. If the course description obtained/provided does not provide enough detail, a course syllabus/outline will be requested in order to continue the evaluation.
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redits transferred from an institution on the semester system are transferred to NWTC as semester credits. NWTC will not grant more credit for any one course than the value of its course.

6. Credits that are transferred from an institution on the quarter system are evaluated using the following formula: $\frac{2}{3} \times \text{quarter credits} = \text{semester credits}$. If the course is equivalent, the course will be granted for the same semester credit value.
7. Comparable courses in the WTCS will be transferred with equal credit value.

