

TRANSFER CREDIT

Imperial Valley College (IVC) grants credit for lower-division units earned at institutions of higher education regionally accredited by the Association of Schools and Colleges and/or hold another accreditation recognized by the Council for Higher Education Accreditation (CHEA).

To be considered for transfer credit, students must request that official transcripts be forwarded directly to the Admissions and Records Office from each institution where courses were taken, or present an official transcript in an unopened envelope sealed by the college/university. Transcripts that have been opened by anyone other than an IVC official will not be considered official and will not be evaluated.

Students should arrange for official transcripts to be received as soon as possible after they decide to attend IVC. Financial aid will not be granted until official transcripts have been received from every college or university attended other than IVC. In addition, an official evaluation to determine applicability of courses to IVC degree or certificate requirements is essential for effective advisement.

Official transcripts from all institutions attended must be on file and evaluated by the Admissions and Records Office before students apply to receive a degree, certificate, or general education certification to a California university.

Questions regarding specific courses for which a student is seeking transfer credit should be addressed to the Counseling Center or Transfer Center at IVC.

Credit for Upper Division Course Work

Transfer credit for upper division courses completed at a four-year college or university will not be granted unless an equivalent course is offered at IVC. To be considered, students must complete a petitioning process requiring the recommendation of a counselor and the Division Chair of the appropriate academic subject area.

Credit for Correspondence and Extension Courses

Students may petition to be awarded a maximum of six transfer units for courses completed through correspondence or an extension program. Only lower division courses from regionally accredited institutions will be considered. These units will be applied toward IVC degree or certificate requirements as appropriate.

Credit for Military Service

Students who complete at least 180 days of active duty including basic training may receive credit for HE 100 (2 units) and PE 110 (2 units). Instructions for obtaining the credit will be provided by the Veterans Coordinator in the Financial Aid Office. A copy of the DD214 is required.

Up to a maximum of 12 additional units may be awarded for work completed successfully in military service schools beyond basic training as recommended by the American Council on Education in the *Guide to the Evaluation of Educational Experiences in the Armed Services*.

Students must provide a copy of the DD214 or military service school transcript with a petition for evaluation of military service.

A maximum of 16 units will be granted for military service including 2 each for HE 100 and PE 110, and up to 12 additional units for service schools/training completed.

Credit for Advanced Placement (AP) Examinations

Credit will be granted for minimum required scores on examinations of the Advanced Placement Program of the College Entrance Examination Board (CEEB) as listed below. Official transcripts sent directly from the CEEB to the Admissions and Records Office are required. Credit toward an IVC associate's degree (AA or AS) will be granted according to the chart below.

Credit will be granted only after students are enrolled in classes at IVC. After credit has been awarded, if students successfully complete the same course(s) for which they were granted AP credit, the AP credit will be removed from their transcript. Credit cannot be earned twice for the same course.

Credit for AP Exams differs with each college or university. Although IVC grants credit for AP Exams, there is no guarantee institutions to which students transfer will do the same. Students will need to have their official AP results re-evaluated by the institution to which they transfer.

| <u>Exam</u> | <u>Score</u> | <u>Courses</u> | <u># Units Granted*</u> |
|----------------------|---------------------|-----------------------|------------------------------------|
| Art History | 3, 4, 5 | ART 100 & 102 | 6 |
| Art Studio-General | 3, 4, 5 | ART 110 & 120 | 6 |
| Art Studio-Drawing | 3, 4, 5 | ART 110 & 120 | 6 |
| Biology | 3, 4, 5 | BIOL 100 | 4 |
| Chemistry | 3, 4, 5 | CHEM 200 & 202 | 6 |
| Economics-Macro | 3, 4, 5 | ECON 102 | 3 |
| Economics-Micro | 3, 4, 5 | ECON 101 | 3 |
| English Lang & Comp | 3, 4 | ENGL 101 | 3 |
| English Lang & Comp | 5 | ENGL 101 & 201 | 6 |
| English Comp & Lit | 3, 4 | ENGL 101 | 3 |
| English Comp & Lit | 5 | ENGL 101 & 102 | 6 |
| French Language | 3, 4, 5 | FREN 100 & 110 | 6 |
| History-American | 3, 4, 5 | HIST 120 & 121 | 6 |
| History-European | 3, 4, 5 | HIST 111 | 3 |
| Mathematics | | | |
| Calculus AB | 3, 4, 5 | MATH 192 | 5 |
| Calculus BC | 3, 4, 5 | MATH 192 & 194 | 6 |
| Calculus AB & BC | 3, 4, 5 | MATH 192 & 194 | 6 |
| Statistics | 3, 4, 5 | MATH 120 | 3 |
| Music | 3, 4, 5 | MUS 110 & 112 | 4 |
| Music-Listening/Lit | 3, 4, 5 | MUS 102 | 3 |
| Physics B | 3, 4, 5 | PHYS 200 & 202 | 6 |
| Physics C-Mech | 3, 4, 5 | PHYS 200 | 5 |
| Physics C-Elec/Mag | 3, 4, 5 | PHYS 202 | 5 |
| Political Science | | | |
| Govt/Pol Amer | 3, 4, 5 | POLS 100 & 102 | 6 |
| Govt/Pol Comp | 3, 4, 5 | POLS 100 & 102 | 6 |
| Govt/Pol Amer & Comp | 3, 4, 5 | POLS 100 & 102 | 6 |
| Psychology | 3, 4, 5 | PSY 101 | 3 |
| Spanish Language | 3, 4, 5 | No specific courses | 6 |

*The number of units granted may differ from the unit value of the IVC course.

Credit from Foreign Institutions

Students seeking evaluation of course work completed at a foreign post-secondary institution must provide a transcript and evaluation completed by an approved evaluation and translation service. Information regarding recommended evaluation service companies is available in the Counseling Center and the Admissions and Records Office.

To be considered for possible transfer credit students must complete the following steps:

1. Meet with a Counselor to review the documentation from the evaluation service. The Counselor will make an initial determination regarding whether any of the courses completed may apply to degree requirements at IVC.
2. If the Counselor determines one or more of the courses might apply to a degree at IVC, complete a petition requesting the Division Chair of each academic department involved evaluate the request. The Counselor will assist in the completion of the petition form and referral to the appropriate Division Chairperson(s).
3. Discuss the request for transfer credit with the Division Chair(s). He/she will sign the petition form indicating whether he/she agrees or disagrees with the request.
4. If the Division Chair agrees with the request that credit be granted, submit the petition, transcript and evaluation from the evaluation service to the Admissions and Records Office for the final, official evaluation.

Courses completed at foreign institutions will not meet general education certification requirements for transfer to either of the California university systems, except to validate the foreign language portion of the certification for the University of California.