



<u>ACADEMIC POLICY</u>  ADAMS STATE COLLEGE	POLICY NUMBER: 100-13-12	PAGE NUMBER Page 1 of 2
	CHAPTER: Academic Affairs	
	SUBJECT: Transfer Policies: Credit from Non-Accredited Schools	
RELATED POLICIES:  Transfer Policies   OFFICE OF PRIMARY RESPONSIBILITY: Office of Academic Affairs	EFFECTIVE DATE: October 2, 2006	
	SUPERSESION: TBD	
	 Dr. David Svaldi President	

## Transfer Credit from Non-Accredited Schools

### I. POLICY:

It is ASC policy that in order to receive transfer credit from non-accredited schools, the student must complete 24 credit hours at ASC with a minimum GPA of 2.0. After successful completion of these hours previous coursework will be reviewed for ASC credit.

### II. PURPOSE:

This purpose of this policy is to provide guidelines for the approval of transfer credits from non-accredited schools.

### III. DEFINITIONS:

- A. Assistant/Associate Provost for Academic Affairs: The individual responsible determining general education substitutions for transfer credits.
- B. Non-accredited school: A school whose academic programs have not been accredited by a nationally recognized accrediting body.
- C. Department Chair: The ASC faculty member that acts as the administrative head of an academic program.
- D. General Education Credits/Requirements: The program of general studies courses required of all students in order to complete a degree, regardless of major.

### IV. PROCEDURES:

- A. The student will complete 24 hours of coursework at ASC with a GPA of 2.0 or better.
- B. The student will provide the Department Chair in their major and/or the APAA with official transcripts from the non-accredited school.
- C. The Department Chair and/or APAA will discuss the nature these courses with the student and assign appropriate ASC credit towards general education, the student major, or elective credits.

### IV. RESPONSIBILITY:

- A. The student is responsible for completing the required coursework and providing official transcripts.
- B. The Department Chair of the student's major area will determine which course are ASC equivalents within the major.

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C. The APAA will determine how much ASC credit can be awarded towards either general education or elective credit.

V. AUTHORITY:

ASC General Catalog 2006-2007

VI. HISTORY:

March 14, 2006

ATTACHMENTS: