

6Hx19-3.12 ACCEPTANCE OF TRANSFER CREDIT

The purpose of this Board Rule is to establish Board policy regarding the College's acceptance of transfer credit.

The College will accept transfer credit from institutions accredited as degree-granting by a post-secondary regional accrediting commission at the time that coursework was completed. The College will also accept transfer credit from other institutions if the award of credit from such institutions is recommended as generally acceptable by the American Association of Collegiate Registrars and Admissions Officers as evidenced in the publication *Transfer Credit Practices of Designated Educational Institutions*. In either case, an award will be made if the credit earned is in an area and on a level normally included within the first two years of college for the Associate's degree and the second two years of college for a Baccalaureate degree if a grade of "D" or better has been achieved. General education coursework requires a grade of "C" or better for credit to be awarded. For credit to be awarded for coursework beyond this level, a written request must be submitted to the College's Director of Admissions and Student Records, who will forward the request to the Vice President of Academic Affairs and Faculty Development/College Provost for review and appropriate action.

The College may accept transfer credit at the career/technical level only from a State of Florida designated career/technical center.

Official academic transcripts from international institutions will be reviewed for potential award of credit only when accompanied by a written evaluation of the official academic transcripts by a member of the National Association of Credential Evaluation Services. This type of evaluation must be provided at the applicant's expense prior to the beginning of the applicant's second semester of study at the College.

Transfer credit for work accomplished in a non-collegiate setting may be granted upon individual review in accordance with policies indicated in District Board of Trustees Rule 6Hx19-3.21, *Acceleration Mechanisms for Program Completion*, and guidelines contained in the *Pasco-Hernando State College Catalog/Student Handbook*. Transfer credit for courses completed at institutions that do not meet the criteria listed above may be granted in accordance with the procedures defined in the College's Internal Management Memorandum #3-29, *Conditions for the Acceptance of Transfer Credit from Institutions Not Regionally Accredited*.

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Rule Adopted: 12/14/72; 8/25/75; 11/19/79; 1/20/86; 1/25/88; 7/16/96; 10/17/00;
8/12/02; 11/18/08; 01/20/15

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8/12/02; 11/18/08; 01/20/15

Reviewed:
President's Administrative Leadership Team – Non-Substantive/Editorial : 9/11/18

Legal Authority:

General Authority: Florida Statutes: 1001.64; 1001.65; 1007

Other References:

Law Implemented: Florida Statutes: 1001.64(1)(2)(4)(8)(43)(44);
1001.65(1)(4)(16)(24); 1007.22, 1007.23; 1007.24

Proposer: Timothy L. Beard, President