

## **Credit Recognition and Transfer Policy**

Carolina University recognizes that students may commence their studies at CU with a variety of prior educational and professional experiences. While CU does not guarantee the transfer of credits from any educational institution, the university is receptive to the transfer of credits earned within the past ten years from recognized institutions and credit for demonstrated competencies gained through professional work, military training, and alternative educational pathways. Combined credit through all applicable means should not exceed 50 percent of the credits required for any degree awarded by the university. The competencies must be clearly evidenced, current, and relevant to the discipline area, and satisfy program learning outcome requirements. Students must submit official transcripts from all institutions to the Registrar for review. Administration may recommend a variance to these principles and grant additional credit where evidentiary justification exists.

In some cases, discipline specific accreditation requirements may further restrict the maximum number of transferable credits and may not permit credit for any mandatory courses specified for such accreditation.

### **Credit Gained at other Colleges/Universities**

Carolina University is receptive to the transfer of credits from accredited colleges/universities approved by the Department of Education or determined to be equivalent to such by an approved evaluation agency. A list of approved agencies can be found on the university website. Transfer work must adhere to the following guidelines.

- Courses must be equivalent to the respective Carolina University program of study, and course work must be comparable. Equivalency is a matter for academic judgment. Accreditation status, faculty qualifications, content correspondence, theological perspective, and instructional level of courses are considered.
- Undergraduate and seminary courses must have a grade of C or better to be considered for transfer of credit. All other graduate and doctoral courses must have a grade of B or better.
- Courses taken at other institutions (including correspondence courses) while a student is enrolled at Carolina University require prior approval by the Registrar.
- Correspondence work from some colleges may be transferred. The above guidelines for transfer apply. The Registrar should approve such studies in advance.
- Only courses taken at Carolina University will apply to the student's cumulative GPA.

### **Credits Granted by Way of Articulation Agreements**

Carolina University may conclude articulation agreements with universities/colleges and professional organizations providing for articulation pathways into its degree programs. Where an articulation agreement exists, an eligible student who is in good standing from the partner institution will be automatically granted credits as provided in the articulation agreement toward an applicable degree program at CU. A student from an

eligible partner institution which is a signatory to an articulation agreement may be issued a provisional offer of admission into the relevant degree program with a conditional recognition of prior credits. In such cases, the full and final recognition of prior credits completed at the partner institution may be confirmed upon enrollment after assessing the evidence of learning.

## Credit by Examination

### Advanced Placement, CLEP, and DSST

Carolina University awards credits based on passing scores obtained in external examinations such as the DANTES Subject Standardized Tests (DSSTs), the Defense Language Proficiency Tests, and the College Level Examination Program (CLEP). In order to receive credit for Advanced Placement, the student must score at least three on any exam, and the course(s) must be equivalent to courses offered at CU. Information on CLEP registration and testing centers may be obtained in the Registrar's Office. An official CLEP transcript must be submitted to the university.

General Examination	Minimum Score	Hours of Credit Awarded	Comparable CU Course
English Composition with Essay	50	6	<a href="#">GE101, GE102</a>
Mathematics	50	3	<a href="#">GC203</a>
Subject Examination			
American Literature	50	3	<a href="#">EN300, EN320</a>
English Literature	50	3	<a href="#">EN201, EN202</a>
General Psychology	50	3	<a href="#">GP202</a>
Western Civilization I	50	3	<a href="#">GH101</a>
Western Civilization II	50	3	<a href="#">GH102</a>

American History I	50	3	<a href="#">GH201</a>
American History II	50	3	<a href="#">GH202</a>

DSST Exams are available in several subject areas. Please contact your advisor to discuss ones that might be applicable to your program. Other external examination scores will be assessed for credit on a case by case basis.

## Course Challenges

A student may challenge a course for which they have sufficient background if they receive approval from the dean of the appropriate school. A course may be challenged to earn credits or to qualify for waiver of a program admission prerequisite. A course challenged for the purpose of earning credits requires a challenge fee, course registration, and tuition. A course challenged for the purpose of qualification for prerequisite waiver requires only the challenge fee. The challenge fee must be paid prior to the challenge exam and is applicable toward the tuition if credit is to be earned for the course.

To challenge a course, a student must submit the course challenge form to their dean during the add/drop period at the beginning of a new semester, session, or module. After completing the course challenge form, the student completes the challenge assignment provided. Course challenges must be completed during the first four weeks of a semester course, the first two weeks of a session course, and the first day of a module course. Course challenges may not be used for residency requirements.

The student must earn a B or higher on the assignment to receive credit for the challenge. A grade of P (Passed) is recorded on the transcript, but it is not included in the grade point average. If the student does not earn at least a B on the assignment, the challenge course will not be recorded on the transcript. The total combined credit hours of course challenge, transfer, and Advanced Standing may not exceed 50% of the requirements for a degree.

## Prior Learning

Carolina University awards Prior Learning Credit (PLC) for post-high school, pre-enrollment professional experience. Prior Learning Credit may be granted for professional/workplace certifications, employment experience validated by an employer, training experiences such as assessed seminars or professional development, or substantial volunteer activities that are congruent with course learning objectives or graduate attributes.

A student seeking PLC is required to complete an application for admission and submit a portfolio to the Registrar's Office that demonstrates the relevant competencies toward the credits claimed, and supported by an essay or statement (max. 3000 words) reflecting the acquisition of the required learning objectives.

The quality of the presentation of the material and weight of evidence will be considered in making credit awarding decisions. The portfolio submitted will be evaluated by the dean of the appropriate school, an assigned content expert, or a contracted professional. Evaluation of the portfolio may include an oral presentation or video interview to assess the student's competency in the areas claimed.

The credit awarded will be based on the competencies documented rather than on a course by course equivalency. The amount of credit given will be determined by the documentation of learning rather than evidence of simply doing a task or serving in a position for a period of time.

Students should allow up to two weeks for review of their portfolio submission. An official report will be provided specifying the credits granted or denied. A fee will be charged for each credit assessed. A student who is aggrieved by a PLC determination may appeal that decision to the Provost by stating reasons why the appeal should be allowed and providing any new evidence that is relevant to the appeal under the procedures established. The decision of the Provost shall be rendered within two weeks after the appeal has been received and communicated in writing to the student.

## **Professional Certification**

Credit may be awarded in some programs based on professional certification. Examples include the following: BLET credits will be awarded toward 1 year of the BA Criminal Justice program, the BA Interdisciplinary Studies, and toward some courses in the Bachelor of Business Administration degree.

## **Deaf Studies**

If the student already has current and verifiable interpreting credentials, then he/she may receive credit for classes according to the following:

1. Certified (CSC, CI, CT, NIC, NIC-A, NIC-M, NAD 4 and 5, EIPA 4.0 or higher):
  - ASL 1, ASL 2, ASL 3, ASL 4, and ASL 5
  - Introduction to the Interpreting Profession
  - Introduction to the Interpreting Process
  - English to ASL Interpreting
  - ASL to English Interpreting
  - Interactive Interpreting
2. Written portion of a nationally recognized knowledge test:
  - Introduction to the Interpreting Profession

## **Intercollegiate Athletics Participation Credit**

Members of Carolina University intercollegiate athletic teams are eligible to earn one credit hour towards general education or free elective degree requirements for each season completed. Total credit may not exceed three credit hours. Students who participate in intercollegiate athletics must submit a completed Verification of Participation in Intercollegiate Athletics form to the Registrar's Office at the end of each season. Grade will be recorded as Pass (P) on the transcript.

## **Transfer of Carolina University Credits**

Carolina University credits are transferable to various institutions but transfer is not guaranteed. Academic institutions are autonomous in determining policies for admission and transfer of credits.