



Eastern Kentucky University Policy and Regulation Library

4.2.4

Volume 4, Academic Affairs

Chapter 2, Academic Credit

Section 4, Transfer Credits

Approval Authority: Board of Regents

Responsible Executive: Provost

Responsible Office(s): Registrar

Effective: June 19, 2013

Last Revised: June 19, 2013

Issued: March 21, 1973

Next Review Date:

Transfer Credits

Policy Statement

Eastern Kentucky University accepts credits transferred from regionally accredited postsecondary institutions, credits earned by examination from nationally recognized tests that meet ECU standards, and it awards credits for certain types of military experiences. Additionally, ECU will award credit for non-collegiate training experiences provided the training occurred under a University approved articulation agreement. (see Policy 4.2.1) International transfer credits from institutions with which Eastern Kentucky University does not have an articulation or exchange agreement are recorded as free elective credits at the lower division level after they have been evaluated by an outside accrediting agency (e.g. World Education Services or Silney and Associates). Students may present supporting documents from transfer courses recorded as free electives to appeal to department chairpersons for departmental credit.

Students with transfer credit should note that they must successfully complete all their curriculum requirements as well as earn a cumulative and institutional (EKU) GPA of 2.00 in order to graduate with a degree or University certificate from ECU.

General Education

In an effort to promote a seamless transfer between Kentucky two-year and four-year public institutions, the Kentucky Council on Postsecondary Education (CPE) developed a policy to facilitate the transfer of credits from one Kentucky public college or university to another. This policy, implemented in 1996, and revised in 2011, is called the General Education Transfer Agreement and allows for the automatic transfer of a block of courses to satisfy general education degree requirements, in addition to articulating individual courses as meeting statewide general education categories.

Students transferring to ECU from another Kentucky public college or university may be (1) category certified, or (2) core certified, or (3) fully certified in general education by the Registrar of the school where the course work was taken. ECU will honor any of these designations and is guaranteed to apply the KY public school transferred general education courses into ECU's

General Education curriculum in a manner that best serves the transferring student. The General Education Transfer Agreement also applies to students transferring from ECU to another Kentucky public university.

ECU will honor transfer general education courses from regionally accredited out-of-state or Kentucky private colleges and universities. Students may bring in documentation (school catalog listings of courses with relevant general education designations) to the ECU Registrar's Office. The transfer general education courses will then be applied toward the student's ECU general education requirements where needed and as appropriate.

Entities Affected

- Registrar
- Students

Procedures

Transferring Previously Unevaluated Courses

When an acceptable transfer course, which has never been evaluated before, is presented to ECU for consideration, ECU records the course as acceptable for credit but unevaluated. The Transfer Center contacts the student and requests course descriptions and syllabus information for review. The Transfer

Center forwards the course description to the appropriate academic department for their review and consideration. The academic department determines whether an exact equivalency, a subject/discipline elective, or a generic free elective is appropriate depending on course content and learning objectives. In some instances the department will request that the student provide a syllabus in order to evaluate the course. The academic department or Transfer Center can recommend that a course be considered for general education applicability even if an exact equivalency is not awarded. Students wishing to appeal the evaluation of transfer credit should consult with the Student Outreach and Transition Office.

Transferring Courses Taken Elsewhere while Enrolled at ECU

Currently enrolled students who desire to take courses elsewhere and transfer them back to Eastern Kentucky University should consult with the ECU Transfer Center and also obtain the approval of their college dean prior to enrolling. The University will not take responsibility for courses transferred without prior approval. Students should be aware that there are limits to the number of credit hours a student may earn in any one term (see Catalog, Academic Load). Credit and grades earned in transfer are posted to the student's ECU transcript.

Posting of Previous Degrees on an ECU Transcript

Degree-seeking transfer students who have already attained a post-secondary or graduate-level degree will have that earned degree noted in their ECU academic record. Details of the academic

work counting toward a degree earned at another institution will not be posted, course by course, onto the ECU transcript; only the earned degree is recorded from the official transfer school transcript.

Interpreting Authority

Executive Vice President for Academic Affairs and Provost

Review and Approval

Policy Revised

<u>DATE</u>	<u>ENTITY</u>	<u>ACTION</u>
June 19, 2013	Executive Assistant to the Provost	Made consistent with Catalog
November 5, 1983	Board of Regents	Adopted
April 16, 1977	Board of Regents	Adopted

Policy Issued

<u>DATE</u>	<u>ENTITY</u>	<u>ACTION</u>
March 21, 1973	Board of Regents	Adopted
March 5, 1973	Faculty Senate	Approved