

501- 08 TRANSFER CREDIT TO THE COLLEGE—PROCEDURE

1. PURPOSE

To define guidelines for transfer of credit from higher education institutions to Coconino Community College.

2. PROCEDURE

1. Definitions

- a. AGEC: Arizona General Education Curriculum
- b. CEG: Course Equivalency Guide
- c. GECC: General Education Core Curriculum

2. Transfer of AGEC courses from other Arizona community colleges, Arizona tribal colleges, Arizona public universities, non-Arizona colleges or universities, or non-public Arizona universities.

- a. If a course is in the GECC of the transferring Arizona Community College or Tribal College, the College will accept the credits as defined by the source institution. If the course fulfills one (1) or more of the AGEC Special Requirements at the transferring institution, the College will transfer it to fulfill those requirements.
- b. Coursework transferred from regionally accredited non-AGEC granting institutions (i.e., Arizona public universities, out of state institutions) may be applied to AGEC as follows:
 1. Transfer coursework deemed by the AGEC granting institution to be equivalent to a course on that institution's formal AGEC list may be used to satisfy AGEC in the same manner as the institution's own course.
 2. Transfer coursework that is equivalent to a non-AGEC course may not be used to satisfy AGEC.
 3. Transfer coursework not having a direct equivalency shall be evaluated by the AGEC granting institution using the AGEC granting institution's own institutional curricular standards for identifying AGEC courses.

3. Transfer of non-AGEC courses will be accepted on a course-by-course basis by reviewing and comparing course descriptions or additional course materials.

4. Credit for Prior Learning Experience

Students enrolled at the College may be awarded up to forty-five (45) credit hours for Prior Learning completed through:

- a. College Level Examination Program (CLEP)
- b. Defense Activity for Non-Traditional Support Examination program (DANTES)
- c. Advanced Placement Examination (AP)
- d. International Baccalaureate (IB)

- e. Military Training
- f. Previously acquired knowledge and/or competencies required to complete a particular class and that instruction in this area would be repetitive.

3. BACKGROUND

- 1. Reference: 2010-2011 College Catalog, AGEC Policy 104
- 2. Revision history: 08/2000, 04/17/2001, 01/21/2003, 04/06/2004, 11/07/2006, 04/24/2007, 05/11/2011 (reformatted and revised), (renumbered - formerly Procedure 501.7.3), 10/06/2015 editorial changes
- 3. Legal review: none
- 4. Sponsor: Registration and Enrollment Services

Adopted by College Council: 05/11/2011

COCONINO COMMUNITY COLLEGE