

## **501- 09 TRANSFER OF CREDIT TO OTHER INSTITUTIONS—PROCEDURE**

### **1. PURPOSE**

To define the methods of articulating transfer credit to other institutions through academic policies and operations of the Coconino Community College, CCC District Governing Board, and the State of Arizona.

### **2. PROCEDURE**

1. Transferring Credit from Coconino Community College  
The academic policies and operation of the College are governed by the CCC District Governing Board:
  - a. The College adheres to the Arizona General Education Curriculum (AGEC) approved by Academic Program Articulation Steering Committee (APASC).
  - b. The College is accredited by the North Central Association of Colleges and Schools, the regional accrediting body.
  - c. Courses numbered 100-299 may be eligible for transfer to other colleges and universities.
  - d. To determine the transferability of particular CCC courses taught:
    1. Fall semester 1991 or Spring semester 1992: Refer to Arizona's regionally accredited Yavapai College course prefix and number system and its course outlines.
    2. Summer semester 1992 forward: Consult the CCC section of the appropriate Course Equivalency Guide published by the Arizona Commission for Postsecondary Education.
  
2. Transferring to Arizona Public Universities
  - a. Arizona public community colleges and universities have agreed upon a common structure for a transfer general education curriculum. This provides students the opportunity to build a general education curriculum that is transferable upon completion without loss of credit to another Arizona state community college, Arizona tribal colleges, or university.
  - b. Completion of the AGEC will fulfill lower division general education requirements for all Arizona community colleges, Arizona tribal colleges, and Arizona public universities.
  - c. Students are required to fulfill lower division major requirements and prerequisites within their college and major/minor area of study.
  
3. Arizona Transfer Liaison (ATL)
  - a. The College has appointed an ATL to resolve problems by transfer students as reported by students, advisors, faculty members, and college officials.
  - b. The ATL ensures compliance with the transfer and articulation agreements and resolves problems concerning the transfer and applicability of community college credit to university programs.

### **3. BACKGROUND**

1. Reference: 2010-2011 College Catalog
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 501.7.7)
3. Legal review: none
4. Sponsor: Registration and Enrollment Services

Adopted by College Council: 05/11/2011

**COCONINO COMMUNITY COLLEGE**