



Title: Transfer Credit Policy	
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PURPOSE

To provide students with the ability to receive credit for courses taken at other institutions through the transfer credit policy.

DEFINITION

Transfer credit refers to the recognition of previous academic learning, as reflected in credits recorded and noted on a student's academic transcript.

POLICY & PROCEDURE

Academic credit is accepted from institutions that hold regional or national accreditation. Transfer credits from other colleges and universities that are regionally accredited are acceptable for transfer credit. If course work was completed at a school that was not regionally accredited, the recommendations by the American Association of Collegiate Registrars and Admission Officers or the American Council on Education will be used. The Registrar, Academic Dean, or Program Coordinator must approve transfer credit. Only credits applicable to the student's curriculum at the College will be accepted. Transfer credits are converted to semester hours of credit, and all transcripts submitted become the official property of the College and will not be returned to the student or issued to another institution.

Accepted transfer credits do not affect the student's cumulative grade point average at the College. The student's transcript will indicate the institutions where the approved transfer courses were completed and the corresponding semester hours earned. Transfer credit is recorded on the College transcript as credit (CR). Only courses with a grade of "C" or above (2.0 GPA on a 4.0 scale) will be considered for transfer credit. Due to COVID-19, Trinity College will accept Pass (P) grades on a case-by-case basis.

Evaluation of International Transcripts

Academic records obtained outside the U.S. must be evaluated by [Educational Perspectives](#), a company recognized by the National Association of Credential Evaluation Services (NACES). Applicants will be asked to submit their transcripts directly to [Educational Perspectives](#), and request a [Catalog Match](#). If

you do not use [Catalog Match](https://www.edperspective.org/), your evaluation will not meet the requirement. Please visit <https://www.edperspective.org/>. Trinity College reviews transcript reports on a case-by-case basis.

CLEP and DSST Credits

CLEP (College Level Examination Program) and DSST (Dantes Subject Standardized Tests) are credit-by-examination programs that test the student's mastery of the material equivalent to a college-level course. Official transcripts for CLEP or DSST credit by examination must be submitted to the College for transfer credit evaluation.

Advanced Placement Credits

The Advanced Placement (AP) Program allows high school students to take college-level course and exams. Trinity College awards credit for AP exam scores of 3 or higher. Official transcripts must be sent from the CollegeBoard.

Transfer credit shall be determined on the following basis:

Transfer credit is evaluated based on the student's program of study. Additional transfer credit will be awarded upon acceptance into another College Program.

Current students seeking transfer credit advisement for an additional program must request a transcript review. Transcripts will be reviewed by the Registrar for relevant transfer credit.

General Education Courses and Cooperative Agreements

General education provides students with foundational knowledge upon which health science education is built. The faculty believe that behavioral changes occur through the acquisition of knowledge, skills, and attitudes. The faculty recognize that students need broad areas of learning to function responsibly in a rapidly changing, global environment. General education fosters an appreciation of the environment and cultural differences. Students grow in wisdom and develop the intellectual skills of accurate observation, problem-solving, and critical thinking. General education encourages clear and effective communication using the written and spoken word.

All academic degree programs require general education as a component of the curriculum, which is designed to help each student develop as a liberally educated person who possesses skills and competencies essential to function as a mature and responsible individual in a modern society.

General education courses ensure that, in keeping with Trinity College's Mission, graduates will have the following competencies:

- Demonstrate effective communication.
- Apply critical thinking and problem-solving skills.
- Demonstrate knowledge of diverse human behaviors in the global environment.
- Apply mathematical logic and scientific reasoning skills.

The College maintains cooperative agreements with other colleges to provide general education courses for the College's academic programs. Registration, billing, and financial aid for all coursework are completed through Trinity College once accepted and registered as a Trinity College student. General education courses are not offered at Trinity College, and thus are evaluated to determine how each course fulfills the College's general education requirements.

Trinity College uses course descriptions and syllabi from Black Hawk College (BHC), Eastern Iowa Community College (EICC), and Portage (POR) to measure general education course standards for general education transfer credit. To be eligible for transfer credit, a course must be substantially equivalent to a similar BHC, EICC, or POR course in terms of content and rigor. Course descriptions and syllabi from the institution the student attended, are used to determine whether courses are suitable for transfer credit.

Courses not Meeting Credit Hour Requirements

If a general education course does not meet the posted credit hour requirement, the course will be evaluated by the College Registrar on a case-by-case basis.