

Transfer of Course Credits

Policy Number: 2-03-1012

Applies to: Student applicants

1.0 POLICY STATEMENT

OHSU schools and programs shall establish reasonable transfer of credit policies to accomplish the University's mission and program's objectives. The acceptance of credit earned at another institution will be based on the quality of the institution from which the student transfers; assessment of the comparability and relevance to the OHSU program; grade received in each course; and articulation agreements between the University and other Oregon public institutions. In all instances, only earned credit can be transferred; grade point average (GPA) does not transfer.

Courses/Credits, including pre-requisites, that *will not* transfer include:

Unaccredited institutions: Academic courses or degrees completed at U.S. institutions not accredited by a regional accrediting agency, not recognized by CHEA (Council for Higher Education Accreditation) or completed at non-U.S. institutions lacking recognized assessments;

Low grades: Courses with a grade lower than a C (2.0 out of 4.0) for pre-baccalaureate coursework and a B (3.0 out of 4.0) for post-baccalaureate coursework. If courses originate in a program or institution that utilizes a system other than letter grade, the registrar and the program for which credit is being transferred determine equivalent minimums;

Level of study: Credit for pre-baccalaureate courses does not apply to graduate programs;

Life and work experiences: College credit awarded for knowledge or skills acquired through personal life experiences and independent study;

Outdated coursework: Courses completed more than seven years prior to the intended date of enrollment may not be considered for transfer of credit, depending on the transcript review conducted by the registrar. Depending on the registrar's transcript review, additional documentation or competency assessment may be required.

2.0 DEFINITIONS

2.1 *Articulation* refers to course work that OHSU deems appropriate for use within a degree program to fulfill specific degree requirements.

2.2 *Accredited* refers to a designation that an accrediting organization, recognized by the U.S. Secretary of Education as a "reliable authority as to the quality of postsecondary education", grants an institution when it meets certain standards of quality.

3.0 RESPONSIBILITIES

The Office of the Registrar will coordinate the implementation of the policies. Schools and programs are responsible for full and accurate disclosure of transfer policies and practices to ensure they function in a manner that is fair and equitable to students.

4.0 PROCEDURES

N/A

5.0 RELATED POLICIES

6.0 KEY SEARCH WORDS

Transfer, articulation agreements, registrar, credit
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7.0 REVISION HISTORY

07/11/2012	1.0	New Policy Statement
8/21/2013	2.0	Policy Revised
11/13/2013	3.0	Revision passed, policy implemented

Responsible Officer: Provost

Policy Contact: Office of the Registrar, 503-494-7800

Supersedes: N/A