

## **Principles for Transfer of Credit**

256.571.0600 [Studentservices@snead.edu](mailto:Studentservices@snead.edu)

- A course completed at other regionally or Council on Occupational Education accredited postsecondary colleges with a passing grade will be accepted for transfer as potentially creditable toward graduation requirements.
- A transfer student from a collegiate institution not accredited by the appropriate regional association or Council on Occupational Education may request an evaluation of transfer credits after completing 15 semester hours with a cumulative GPA of 2.0 or above.
- A transfer grade of “D” will only be accepted when the transfer student’s cumulative GPA is 2.0 or above. If the student has a cumulative 2.0 or above, the “D” grade will be accepted the same as for native students. Regardless of the GPA, English Composition courses require at least a grade of “C” for transfer credit to be awarded.
- Credit may be extended based on a comprehensive evaluation of demonstrated and documented competencies and previous formal training.
- College transcripts are evaluated for transfer credit upon completion of all admission credentials. The college transcript of a student who has earned a baccalaureate or higher degree and does not wish to receive a degree from Snead State Community College is not evaluated for transfer credit. A student who possesses a baccalaureate or higher degree will be required to submit only the transcript from the College granting the highest degree unless a degree is desired from Snead State Community College. Submission of official college transcripts from all Colleges attended will then be required for a formal evaluation of transfer credits to be conducted.
- Transfer credit is generally awarded only for coursework at least equivalent to coursework Snead State is authorized to offer. Transfer credit is not awarded for courses or programs Snead State is not authorized to offer.
- Nursing courses with a NUR prefix may only be granted with approval from the Director of Health Sciences in accordance with department compliance. Credit may not be given if over 12 months have elapsed since the student was enrolled in the nursing course.

## **Non-Traditional College Credit**

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Snead State Community College recognizes that learning occurs in a variety of ways. As such, college credit may be awarded through non-traditional means, including examinations, military service/training, and articulation agreements. Please note the following:

- Credit awarded through non-traditional means shall not be included in the 25 percent of total credit hours that must be completed at the college granting the degree/certificate.
- Students planning to transfer to another institution should be aware that not all non-traditional college credit awarded by Snead State Community College may transfer. Students are cautioned to check the non-traditional college credit policy of the destination institution.
- Non-traditional credit awarded by any other accredited postsecondary college must be evaluated by Snead State Community College to determine if the credit is transferable to Snead State.

- A student may not apply for non-traditional college credit for a course that already appears on the student's Snead State transcript, including courses transferred, passed, failed, withdrawn, or incomplete.
- Credit may not be awarded twice for the same learning.
- Financial aid cannot be used to pay for non-traditional college credit.

### **Credit Awarded By Examination**

College credit may be awarded through nationally recognized examinations or through Challenge Examinations developed by the college itself. To receive credit for nationally recognized examinations, an applicant must have official scores sent to the Office of Student Services. If an applicant has the official documentation on file and the required minimum test scores, official credit may be granted. Official documentation for all types of non-traditional credit awarded must be on file in the Student Services Office. Credit awarded for examinations will be recorded on the student's transcript without grades or quality points and will not, therefore, be included in calculation of the student's grade point average.

**Advanced Placement (AP):** AP credit may be awarded by Snead State Community College to a student who has earned a minimum designated score on the College Board AP Examination.

**College Level Examination Program (CLEP):** Snead State Community College honors credit earned for some CLEP examinations provided an appropriate minimum score is earned and appropriate documentation is provided.

**DANTES Subject Standardized Tests (DSST):** Snead State Community College honors credit earned through some DSST examinations provided an appropriate minimum score is earned and appropriate document is provided.

**Challenge Examinations:** The College may award credit to a student who earns a minimum designated score on a course Challenge Examination. Challenge Examinations are developed and graded by qualified faculty, and are only available for select courses. The format and delivery mode of Challenge Examinations will vary from course to course. Challenge Examinations cannot be taken more than once for the same course. The Office of Student Services will provide a list of available Challenge Examinations, necessary form(s), and the procedure to be followed. A \$100 fee is charged for each Challenge Examination.

**Other Nationally Recognized Examinations:** Snead State Community College may award credit for other nationally recognized examinations, such as International Baccalaureate or Excelsior College Examination, on a case-by-case basis. To apply for credit, an applicant must have official scores sent to Snead State's Office of Student Services. The Office of Student Services and a faculty member in the appropriate department will evaluate the request.

### **Credit Awarded for Transcribed Military Training**

Snead State Community College may award credit for academic and technical courses based on equivalent transcribed military training as shown on an ACE Joint Service Transcript (JST) or an official transcript from the Community College of the Air Force. To receive credit for military service/training, an applicant must have an official copy of their military transcript sent to Snead State's Office of Student Services. Military transcripts will be evaluated by the Office of Student Services in cooperation with the appropriate faculty members. Credit awarded for transcribed military training will be recorded on the student's transcript without grades or quality points and will not, therefore, be included in calculation of the student's grade point average.

- **Credit for Specialized Military Service (SMT):** Specialized Military Training (SMT) credit may be given for military courses completed at the college level. THE GUIDE TO THE EVALUATION OF EDUCATIONAL EXPERIENCES IN THE ARMED SERVICES (American Council on Education) is used in determining the amount of credit to be awarded.

- **Specialized Military Training - Reserve/National Guard:** Credit may be awarded for specialized military training (SMT) in the Reserve/National Guard. Official documentation of training is required. Snead State is an institutional member of Service Members Opportunity Colleges (SOC) and admits students under the Concurrent Admissions Program (CONAP).

- **Credit Awarded Through Articulation Agreements**

Articulation agreements allow students to receive college credit for certain career and technical education courses based upon coursework completed at select institutions or through select industry-standard certifications/licenses. Credit awarded for articulation agreements will be recorded on the student's transcript without grades or quality points and will not, therefore, be included in calculation of the student's grade point average.

**Statewide Articulation Agreement:** Students successfully completing courses in the approved Statewide Career and Technical Education Articulation Agreement will receive articulated credit if Snead State Community College offers the corresponding program of study. Performance or knowledge testing of secondary program graduates is not required as part of the articulation process.

**Local Articulation Agreements:** Snead State Community College has agreements with school districts whereby the students of their Technical Career Centers may receive credit for the technical courses completed at these locations. Each articulation agreement will specify the academic and administrative requirements that must be met for credit to be awarded.

**Industry Certifications/Licenses:** Snead State Community College accepts some industry-standard certifications and licenses for college credit. Faculty members have reviewed the certifications/licenses and recommended college credits for those applicable to courses offered by the College. To receive credit for industry-standard certifications/licenses, an applicant must provide official documentation, such as a copy of the certification/license and related materials, to Snead State's Office of Student Services for evaluation. Certifications/licenses that are out-of-date or expired may not be considered for credit.