



Manual of Policy and Procedures

Title	Number	Page
TRANSFER OF CREDIT	108	1 of 2
	Date	
	June 4, 2009	

PURPOSE

To facilitate students' continuation of their postsecondary education, the VSC has established this policy to clarify the nature of credits within the VSC and for the transfer of credit from colleges outside the VSC.

STATEMENT OF POLICY

Consistent with its single course database, the VSC will have a single official transcript format. Credits earned within the VSC are not considered transfer credits across VSC institutions. Application fees required by any VSC institution are waived for any student who has matriculated at one of the other VSC institutions, or who has successfully earned 12 or more credits within the VSC.

The VSC requires students seeking to transfer into the Community College of Vermont, Castleton State College, Johnson State College, Lyndon State College or Vermont Technical College to provide an official transcript from the college(s) previously attended. Each VSC institution includes its transfer policy in the college catalog and identifies student responsibilities related to transfer.

Normally, VSC institutions will grant credit for courses previously taken under the following conditions:

1. Course work is considered to be college-level; in general, courses designated as developmental, pre-college or remedial are not accepted for credit.
2. Course work is completed with the equivalent grade of C- or better.
3. In a sequence of inter-related courses, if the first course is passed with a grade below C-, but the second grade is C- or higher, both courses will be accepted. Colleges reserve the right to determine whether or not courses are sequential for the purpose of this condition.

4. For transfer students who hold a two-year degree, credits applied to that degree will be accepted as transfer credit.
5. Course work is completed at an institution accredited by a regional accreditation association; each VSC institution reserves the right to determine the transferability of credits earned at institutions that are not accredited by a regional association.
6. The receiving institution determines the extent to which transferred credits fulfill specific major or program requirements.

In addition, VSC institutions grant credit for college-level learning acquired through experience and transcribed through the VSC's Assessment of Prior Learning program or acquired on the job and formally assessed through the VSC's ETES program.

Signed by: Robert G. Clarke Chancellor
