



POLICY'S TITLE: AWARD OF TRANSFER CREDIT	REVIEWED/REVISED: Created: May 8, 2020
POLICY NUMBER: CP6120	APPROVED BY: College Council: May 27, 2020 President's Cabinet: July 6, 2020

In recognizing that learning occurs beyond the courses offered by Bates Technical College, this policy provides an explanation of the college's expectations and protocols for accepting transfer credit from other institutions. Ultimately, it is the college's decision whether or not transfer credit will be accepted. For students wanting to ask another institution to consider accepting their Bates Technical College course credits, the student transcript, college catalogue, and other documents may be provided to the receiving institution to judge the quality and quantity of the student's work at Bates Technical College.

BATES TECHNICAL COLLEGE'S CREDIT AWARDED FIRST

The first source of credit used to meet the program requirements of Bates Technical College's certificates and degrees comes from those credit courses offered at the college that the student has completed successfully. Bates Technical College credit is generally the most easily applicable to certificate or degree requirements.

The college also provides the opportunity to challenge Bates Technical College course for those students who demonstrate that they have the knowledge and skills equivalent to the program and course student learning outcomes. However, transferring credit from other accredited or Washington state colleges or universities should only occur after an initial credit evaluation has been completed by the college. If there remains some question as to the applicability of a transferred-in course, the student should contact Enrollment Services.

The Transfer of Credit from another institution to Bates Technical College involves at least three considerations:

1. The educational quality of the institution from which the student transfers.
2. The comparability of the nature, content, and level of credit earned to that offered by the receiving institution.
3. The appropriateness and applicability of the credit earned to the programs offered by the receiving institution, in light of the student's educational goals.

REGIONALLY ACCREDITED COLLEGES AND UNIVERSITIES

An official credit evaluation is done based on an official transcript from each institution the student may have previously attended. Generally, the following limits are observed:

1. Only lower-division (first and second year) coursework completed at that institution will be considered.

2. Subject matter may not duplicate credit previously awarded in transfer or at Bates Technical College.
3. Credit is not granted for religion or theology courses that are sectarian.
4. Some educational programs may not accept courses that were taken over five (5) years ago.
5. Some programs may only accept courses where a 2.0 grade or better is earned.

Note: Credit from regionally accredited colleges and universities may be applied toward any of the college's certificates and degrees, meeting either program requirements or as electives, at the discretion of the credential evaluator and/or program advisor.

WASHINGTON STATE COMMUNITY AND TECHNICAL COLLEGES

Bates Technical College will accept transfer credit from a Washington state university and/or 2-year college that is accredited by or in candidate status for accreditation through the Northwest Commission on Colleges and Universities (NWCCU).

Washington state's community and technical colleges offer reciprocity to:

- Students transferring within the state's system, who are pursuing a Direct Transfer Agreement (DTA) degree or
- Students who complete distribution requirements for a degree at one college will have met those same requirements for the same degree if they transfer to another community or technical college in Washington state.

The student must initiate the review process and be prepared to provide the necessary documentation.

ADDITIONAL INFORMATION

Students are informed via this policy that each higher education institution shall have its own transfer of credit policies and that the work reflected on the Bates Technical College transcript may or may not be accepted by the receiving institution.