



## TRANSFER STANDARDS (RCTC Policy 3.21.1)

### Part 1. Purpose

RCTC will evaluate college transcripts provided by incoming transfer students and post transfer credit to the student's RCTC transcript in accordance with current MnSCU policy.

### Part 2. Guidelines

- Subpart 1.** RCTC will accept in transfer, for full credit, college-parallel general education courses offered by colleges with regional accreditation.
- Subpart 2.** RCTC will accept in transfer, for full credit, parallel college-level vocational or technical courses offered by colleges with regional accreditation.
- Subpart 3.** Coursework being transferred into RCTC must have a minimum cumulative grade point average (GPA) of 2.000 from each transferring institution.
- Subpart 4.** Grade qualifiers, minus (-) and plus (+) will not affect how a grade is transferred into RCTC. Grades with the qualifier will be accepted as the letter grade earned (I.E. C- = C and C+ = C.)
- Subpart 5.** The entire transcript will be reviewed upon application to a program with selective admission criteria.
- Subpart 6.** Regional accreditation for this policy is defined as the accreditation conferred by the North Central Association of Schools and Colleges, or by parallel accrediting agencies in other regions of the United States.

### Part 2. Procedure

It is the responsibility of the student to provide an official transcript of the academic record to Rochester Community and Technical College for transfer evaluation. It is also the student's responsibility to provide course syllabi, outlines, textbook lists, etc., in the event that these are needed for evaluation of a course taken at another post-secondary institution. In the matter of determining the equivalency of a course taken at another post secondary institution to a course offered by RCTC, the recommendation of the department concerned will be solicited. Final decisions may be appealed to the Academic Standards Committee.

*Date of Implementation: 3/4/99*

*Date of Adoption: 6/9/97*

*Revisions Adopted: 3/4/99*

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According to MnSCU Procedure 3.21.1 Undergraduate Course Credit Transfer, Part 7, if a student is not satisfied with the college transfer appeal decision, the student may submit a request to the Senior Vice Chancellor of Academic and Student Affairs for a system level appeal of the College transfer decision. See MnSCU System Level Transfer Appeal Form.

Additional transfer resource information may be found at the MnSCU Transfer Resource Center.