

ARUCC Survey

Transfer Credit Assessments

	At what stage in the admissions process does your institute assess for transfer credit?	If the assessment occurs after an offer of admission is made, at what stage is the assessment? After a conditional offer, after full acceptance, after full acceptance and deposit?	Do your students have to apply for transfer credit or are transfer students automatically assessed?	Do you charge a fee for transfer credit assessments or require a tuition deposit?
Acadia University	As soon as an offer of admission is made	After a conditional offer. A lot of decisions are made based on the number of credits they receive.	They are assessed automatically as soon as we receive the transcript	No fee is charged
Nipissing University	APPLICANTS ARE TOLD WITH THEIR OFFER OF ADMISSION THAT THEY QUALIFY FOR TRANSFER CREDIT/ADVANCED STANDING BUT WE DO NOT BEGIN THE ASSESSMENT UNTIL THEY HAVE ACCEPTED OUR OFFER OF ADMISSION.	THE ASSESSMENT IS ONLY DONE AFTER ACCEPTANCE, AND ONLY ONCE FINAL OFFICIAL TRANSCRIPTS HAVE BEEN RECEIVED.	FULL-TIME APPLICANTS ARE AUTOMATICALLY ASSESSED AS THE ASSESSMENT FEE IS INCLUDED IN THEIR APPLICATION FEE, BUT PART-TIMERS MUST PAY THE \$25 ASSESSMENT FEE IN ORDER FOR IT TO BE ASSESSED.	\$25 IS THE FEE, FOR PART-TIMERS, IT IS CHARGED AFTER THEY ACCEPT. FOR FULL-TIMERS IT IS PART OF A \$40 FEE THEY PAY WHEN THEY APPLY.
Concordia University	Once a student is accepted we evaluate for transfer credit.	We do the assessment after any type of offer of admission. Sometimes the full assessment goes out with the initial offer of admission but most of the time it is done later when the student sends in the course outlines. We include a message in the offer of admission letter informing students that they need to submit course outlines (by a certain date) in order for an assessment to occur.	They are automatically assessed for the JMSB. I know that in another Faculty here at Concordia the students have to fill out a special form to be assessed.	No fee is charged by any of our Faculties.
Wilfrid Laurier University	If we have all final official documents then the t/c assessment is done at the time of the offer. If we are waiting for official documents then the t/c assessment is performed when the documents arrive and we are removing the condition on their offer.	If possible at the time of the offer but generally after the full acceptance.	T/C are assessed automatically.	Through OUAC we charge a document assessment fee when they apply. There is no further fee for transfer credit assessment.
Langara College	A student's transfer credit is assessed when they apply for it, with the exception of our BBA degree program. We assess BBA applicant transfer credit at the time of the admissions evaluation (no TC application required for BBA students).	As I mentioned above, the vast majority of our transfer credit assessments are student initiated. They can apply for transfer credit any time after they have been assigned a student ID.	As above, most students must apply. Only Bachelor of Business Administration students have their transfer credit automatically assessed.	We charge \$3 per course if the student is transferring in work from another BC institution. We charge \$5 per course for work transferring from institutions outside of BC. BBA students are not charged for the assessment of their transfer credit.
Atlantic Baptist University	We will do a pre-admissions assessment if it is deemed to be helpful to the decision making process of the student, however this in an unofficial assessment.	Normally they are assessed after full acceptance has been offered (conditionals aren't eligible until they are off CA) and a deposit received.	Transfer credit is automatically assessed.	Tuition deposit is required.

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Laurentian University	At the time of the offer, (conditional if studies still in progress)	N/A	Transfer credits are automatically assessed	No
The University of Western Ontario	For transfer applicants, standard university courses (Psych, Soc, Hist, etc) are assessed at the same time as the application and are dependent on the achievement in the course and the credit hours taken. Applicants are told to send in course descriptions if they would like to be considered for further credit (particularly for Math, Science, Engineering and English courses). Course descriptions may be required before assessment for prerequisite purposes for programs such as Engineering, Nursing, Management & Organizational Studies, Kinesiology and Food & Nutrition.	After a conditional offer, after full acceptance, after full acceptance and deposit? If further credit is to be assigned, the admissions assessment can be sent to the applicant at anytime during the admissions process	Automatically Assessed.	A \$50 Document Evaluation fee is required of all applicants presenting post-secondary work regardless of transfer credit eligibility. No specific fee.
SIAST	Students can apply for transfer credit at any point after becoming a SIAST applicant or student.	After a conditional offer, after full acceptance, after full acceptance and deposit?	Our students do currently apply for transfer credit, although with transfer articulation in the implementation stage, we may soon be processing more transfers automatically.	We do not charge.
University of Alberta	We will not assess transfer until a student has applied and paid the application fee.	N/A	Student must make a request for transfer analysis to be completed. The transfer credits do not appear on the student record until the student has actually enrolled.	N/A
Grant MacEwan College	FOR PROGRAMS WITHOUT MAJORS, WE ASSESS TRANSFER CREDIT AFTER AN OFFER OF ADMISSION (CLEAR ADMISSION, PROBATIONARY ADMISSION, CONDITIONAL ADMISSION) IS MADE. FOR PROGRAMS WITH MAJORS, WE ASSESS TRANSFER CREDIT AFTER THE STUDENT DECLARES A MAJOR (USUALLY AFTER COMPLETING X NUMBER OF CREDITS)	ASSESSMENT OCCURS AFTER ANY TYPE OF OFFER.	THIS IS AN AUTOMATIC ASSESSMENT	WE DO NOT REQUIRE A TUITION DEPOSIT OR CHARGE A FEE FOR TRANSFER CREDIT ASSESSMENT

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University of Lethbridge	Prior to the point of admission.	N/A	Automatic assessment; typically the admission decision is based on transfer courses and transfer GPA.	No charge for transfer credit evaluation. Tuition deposit (\$75.00, non-refundable) is required of all new admittees and returning after absence re-admissions to secure the acceptance.
Dalhousie University	We assess for transfer credit after the applicant has been admitted, providing the applicant is transferring from a recognized institution. (The basis of admission is determined by our admissions team.)	We begin assessment immediately after the offer of admission has been made (the deposit is not required before we begin assessment).	Students are automatically assessed. It's an opt-out process rather than an opt-in; if a student does not want to accept the transfer credit s/he can request this in writing.	No, there is no fee for assessment and the deposit is not required before we begin assessment.
Université de Moncton	Most transfer credits are assessed after the students have arrived on campus at the start of the semester. Some are assessed after full acceptance and deposit.	N/A	Automatically assessed.	No fee
Trent University	We assess each application as soon as we have enough information (transcripts) to do so.	N/A	Transfer credit are automatically assessed	No Fees
Bishops University	Immediately after the offer of admissions	Two to three weeks after the first offer of acceptance is made whether it be conditional or full	They are automatically assessed	No fee required at this point
University of Ontario Institute of Technology	Once the student has been given an offer of admission (even a conditional offer) we then assess their entire previous studies for possible transfer credits.	The entire assessment process is completed once the applicant is given an offer of admission. We do not wait until the student accepts the offer. The only set back in this method is that we are awaiting documentation or final transcripts.	We automatically assess for transfer credits. We do have a form on our website, <a href="http://www.uoit.ca/transferecredit">www.uoit.ca/transferecredit</a> , where the student can request course equivalencies which can help us evaluate their prior education. It is beneficial to us if they complete the request form as they know what they have taken and what they feel they should be granted. It can also help us match up course equivalencies in programs that we may still be learning.	No, neither. We do charge \$25 for a Letter of Permission request, per institution requested
Alberta College of Art + Design	EVALUATIONS ARE DONE UPON RECEIPT OF AN APPLICATION TO ASSESS ELIGIBILITY	N/A	TRANSFER STUDENTS ARE AUTOMATICALLY ASSESSED	NO - WE ELIMINATED THE TRANSFER CREDIT FEE A FEW YEARS AGO IN FAVOUR OF ONE COMMON APPLIATION FEE, CURRENTLY \$80 YES WE DO REQUIRE AN CONFIRMATION DEPOSIT FROM ALL ACCEPTED APPLICANTS THAT IS APPLIED TOWARD TUITION.

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Saint Mary's University	After a decision to admit	We are starting to do it conditional accept. Traditionally we have waited until the receipt of the final transcript so we did not have to look at courses "in progress" twice. This creates a log jam of cases to review in summer when no one is available in some academic units. We will see how the change goes this year.	Automatic	No
University of Saskatchewan	We may need to do an unofficial evaluation in order to make an admission decision or to advise a prospective student. We do the official evaluation upon receipt of the official post-secondary transcript. All new, returning, current, and prospective students can request transfer credit evaluations. Most evaluations are done as part of the application process, and all evaluations take place with the receipt of official transcripts	We will evaluate transfer credit upon receipt of the fee for application for admission, and upon receipt of the official transcript. We do not wait until unconditional acceptance, and we will evaluate for those applicants we do not admit. This service is included as part of the admission fee. Upon receipt of official transcripts, a transfer credit evaluation is normally completed within 1-2 weeks (for Canadian courses)	In terms of our direct-entry colleges, the Admissions Office automatically evaluates the transfer credit	There is no cost for these evaluations over and above the regular application fee. Current and returning students can request additional transfer credit evaluations after being admitted at no cost. Prospective students who are not currently applying pay an evaluation charge of \$90CDN. This charge is deducted from the application fee if they apply for admission in the next academic session.
McMaster University	Transfer credit (where appropriate) is normally determined at the time of admission assessment, and the t/c is included in the initial Offer of Admission communication. However, from time to time, t/c assessment may be done using interim transcripts where courses in progress are reported but no results are yet available. The t/c assessment would be based upon records of previous success, or upon predicted results from instructors. Where t/c is determined based upon expected or predicted final results, it is always conditional upon successful completion and maintenance of a minimum grades in the related courses and receipt of official final transcripts from the required institutions.	N/A	The assessment is automatic for all applicants with courses that are eligible for t/c.	We have a \$60 document evaluation fee (additional to the OUAC application fee) that is charged to ALL applicants to our school, with the exclusion of the current fulltime Ontario secondary school students. While this is NOT specified as or intended as a transfer credit evaluation fee, the fee helps to offset the costs of that service.
Ryerson University	FOR SPECIFIC PROGRAMS, SOME DECISIONS ARE MADE AT THE TIME OF THE OFFER HOWEVER, THE DECISION IS NOT UPDATED INTO THE STUDENT SYSTEM UNTIL CONFIRMATION OF OFFER HAS BEEN RECEIVED.	ONCE CONFIRMATION HAS BEEN RECEIVED.	STUDENTS MUST APPLY	NO

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Lakehead University	Transfer credit is assessed at the time of application.	N/A	Transfer students are automatically assessed and awarded transfer credit.	Starting Winter 2008 entry Lakehead University does not charge a fee for the assessment of transfer credits.

For transfer students transferring (internally) to a different program within your institution, do you re-assess credits for the new program or do the credits stay as initially granted? If you re-assess, is there a fee?

They are only re-assessed if a student didn't receive a credit and it is applicable to the new program. Or courses that were used in the old program are not needed in the new program so they are removed. There is no fee.

WE DO RE-ASSESS BUT THERE IS NO FEE CHARGED.

We re-assess transfer credits if the student is accepted to our programs. There is no fee for the assessment of transfer credits but there is a degree transfer application fee of \$40.00 which includes the full assessment.

Credits usually stay as granted but if they are switching campuses or faculties then the t/c's are usually looked at in case of discrepancies.

The transfer credit will remain as originally assessed. There is no fee for switching to another program.

Reassessment occurs for all change of majors or degree. There is no fee.

For transfer students transferring (internally) to a different program within your institution, do you re-assess credits for the new program or do the credits stay as initially granted? If you re-assess, is there a fee?

Transfer credits may need to be assessed depending on the program change, no fee

Credits are reassessed by Academic Counselors to determine whether or not they can be used in the new degree choice.

N/A

Credit stay as initially granted.

THIS IS THE CRUX OF OUR CURRENT PROBLEM. AT PRESENT, WE DO NOT RE-ASSESS UNLESS WE DEEM IT NECESSARY. HOWEVER, THIS IS CERTAINLY A FLAWED PRACTICE.

<p>For transfer students transferring (internally) to a different program within your institution, do you re-assess credits for the new program or do the credits stay as initially granted? If you re-assess, is there a fee?</p>
<p>Internal transfers are re-assessed with respect to transfer credit, as appropriate. No charge.</p>
<p>If the applicant is eligible for additional transfer credit (for example, if the second program is more flexible in terms of electives) we will assess again to see what else we can add. There is no fee for this.</p>
<p>Transfer credits are re-assessed - no fee</p>
<p>We re-assess at no charge</p>
<p>We re-assess the transfer credits, but there is no fee charged</p>
<p>We do not re-assess if the courses are applicable to their new program. If the transfer credits cannot be used in their new program map, they just stay on the student record. However, the student can request a re-assessment and there is no fee for this.</p>
<p>YES WE WOULD REASSES. NO FURTHER FEE NOTE - FOR STUDENTS SEEKING TRANSFER CREDIT FOR COURES TAKEN ELSEWHERE SUBSEQUENT TO THEIR ADMISSION TO ACAD, WE CHARGE A PER COURSE TRANSFER CREDIT FEE, I.E. COURSES TAKEN ON A LETTER OF PERMISSION.</p>



For transfer students transferring (internally) to a different program within your institution, do you re-assess credits for the new program or do the credits stay as initially granted? If you re-assess, is there a fee?

We have reassessed and question why we should do this. We are trying to ensure that when the 1st assessment is made, it should be such that it would not change if the program changes. No fee.

Internal transfers are review by the receiving faculty administrators and not by Admissions. With that said, I am unaware of any fees for such a transfer, and certainly not for any review/reassessment of t/c assigned to the student.

NOT REQUIRED, CREDITS WILL AUTOMATICALLY BE PICKED UP BY THE DEGREE AUDIT

For transfer students transferring (internally) to a different program within your institution, do you re-assess credits for the new program or do the credits stay as initially granted? If you re-assess, is there a fee?

Should a student change programs internally transfer credit can be re-assessed upon request of the student. There is no fee for re-assessment.