
Standard Number:	4002	Effective Date:	Jun 1, 2022
Standard Title:	Transfer Credit and Advanced Standing	Last Updated:	Mar 21, 2022
Standard Category:	Registrar's Office	Next Review Date:	March, 2023

Purpose

This standard provides framework for the granting of transfer credit or standing granted in a course at Ridge Meadows College (RMC).

Definitions

Advanced Standing: Indicates the granting of credit towards a credential by one institution for programs or courses completed at another when course content is significantly different, yet equivalent in breadth, relevancy, and level of difficulty.

Articulation Agreement: Process whereby two (or more) institutions reach agreement on whether or how the curriculum of one is equivalent to the curriculum of the other and on the appropriate credit that a receiving institution assigned to a course or courses from a sending institution.

Block Transfer: A group or cluster of courses that are considered equivalent to another cluster of courses in a program.

Course: one course of the program which is required to achieve a regulated certification, or consideration for completion of a college defined program.

Credit: the number of units of academic value assigned to a course.

Program: the complete set of all courses required to achieve a regulated certification, or the collection of courses defined as a program by the College.

Transfer Credit: Indicates the granting of credit towards a credential by one institution for programs or courses completed at another when course content is considered similar and equivalent.

Statement

Ridge Meadows College supports the transfer of earned post-secondary credits and the principles of transfer credit as defined by the BC Council on Admission and Transfer. Students should not be required to repeat courses of equivalent content taken at another recognized institution, within a reasonable amount of time, where there is a reasonable fit or match with the majority of learning outcomes of a course.

Types of Transfer Credit:

- Direct assigned credit (for courses that are deemed equivalent to a Ridge Meadows College course)

Types of Advanced Standing:

- Unassigned credit in a department (for courses that are related in content to curriculum taught within the discipline but for which there is no equivalent Ridge Meadows College course).
- Unassigned credit for courses not identifiable with any Ridge Meadows College department but evaluated as being appropriate for general academic credit.
- Block transfer credit for credentials or program-specific clusters of courses.

Transfer credit and advanced standing at Ridge Meadows College is guided by the following:

1. Transfer arrangements will maintain the academic integrity of RMC's courses and programs.
2. Only courses taken at recognized post-secondary institutions, or institutions approved by the appropriate program chair in consultation with the college manager will be considered for transfer arrangements.
3. Once credit has been granted for a course from a sending institution, it cannot be used for credit towards any subsequent course(s).
4. Only courses completed within the last 10 years will generally be considered for transfer.
5. Transfer credit will normally be granted for a course only where Ridge Meadows College offers a parallel or similar course with substantially the same content at a similar level. For courses deemed equivalent but not similar, advanced standing may be considered at the discretion of the Program Chair.
6. Transfer credit or advanced standing will only be granted for courses with a minimum grade equivalent of 2.00 (C) or better.
7. A student may not obtain any combination of transfer credit, advanced standing or PLAR for more than 50% of program credits.
8. Courses used to meet the requirements of a previously earned course is not eligible for transfer credit.
9. Courses completed through non-recognized institutions or organizations and learning obtained through work and life experience may be considered through Prior Learning Assessment and Recognition (PLAR) – as per standard 4003.

To apply for transfer credit or advanced standing, students must submit a Transfer Credit Request Form, accompanied by related original, unopened post-secondary institution transcript(s).

Related Standards

- 4001 – Grade Scales and Evaluation
- 4003 – Prior Learning Assessment and Recognition (PLAR)