

Northern Marianas College
Board of Regents Policy

SUBJECT:	Student Affairs	EFFECTIVE:	May 27, 2016
SECTION:	4016	POLICY NAME:	Transfer of Credit
WASC SCUC Standard/Policy:	Transfer of Credit Policy		

It is Northern Marianas College (NMC) policy to transfer college-level courses completed at institutions accredited by a regional or national accrediting organization recognized by the Council for Higher Education Accreditation (CHEA) provided that grades of at least “C” (2.0 GPA) are earned and the course is similar in nature, level, and content to an NMC course and applicable to NMC academic programs. Non-credit continuing education courses, graduate-level courses, and courses that are remedial or doctrinal in nature are not transferable.

Credit Conversion: Quarter credit hours are equated to NMC credits according to the following formula: $.67 \times \text{number of quarter credit hour(s)} = \text{semester credit hour(s)}$, rounded to the nearest whole number. Credit fractions of .5 and above will be rounded up. Transfer credit will be awarded in whole numbers only. If, following conversion from quarter to semester credit hours, the credits awarded for a given course are fewer than the credits for NMC’s equivalent course, the student will be considered to have met the course requirement if the difference is 1 credit or less.

Grades: Grades earned for transferred courses will not be calculated into a student’s NMC grade point average. A “P” grade will be applied to transfer courses to denote that credit is awarded for the course.

Equivalency vs. Elective Credit: Transfer courses with descriptions that closely match the descriptions of courses taught at NMC will generally transfer as direct course equivalent credits. Transfer courses that do not have direct course equivalent credits will transfer as elective credits to the extent that these credits are necessary for the completion of an NMC degree or certificate program.

Transfer Credit Limit: A maximum of 75% of transfer credits may be applied toward an NMC degree or certificate program. 25% of NMC program requirements must be earned through NMC credits.

Foreign Language Credit: First-year (elementary) or second-year (intermediate) foreign-language credit is not granted either by examination or by course completion in a student’s native language. “Native language” is defined as the language spoken in the student’s home during the first six years of his or her life and in which he or she received instruction in all subjects through the seventh grade.

Workforce Training: Coursework recommended for academic college credit at the lower or upper division level by the American Council on Education's (ACE) National Guide to College Credit for Workforce Training by reviewed organizations, businesses, and unions to the government and military will be considered for transfer to the extent that the credit is applicable to NMC degree or certificate programs.

Evaluation of Credit from Foreign Institutions: Courses earned at foreign institutions will be evaluated for transfer credit if the institution is recognized by the highest authority for post-secondary institutions or equivalent in that country and a comprehensive, course by course with GPA evaluation is performed by an NMC approved foreign credential evaluation service.

NMC shall establish a procedure to promote transparent and consistent application of transfer credit decisions and establish a process by which student's may appeal a decision.

NMC reserves the right to deny credit for courses that are not compatible with those offered in its academic programs.

HISTORY:	New Policy; Revised by the Board on May 27, 2016
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