

FAQs ABOUT TRANSFER CREDITS:

- 1) How do I know if my classes from my previous college will transfer?

Texas colleges have a common course numbering system, and while you may not recognize them, you can be confident that any college level or core classes that you have taken in Texas will transfer.

With other states, we have to match course descriptions and sometimes get the opinions of the department chairs. Most likely, as long as it's college level coursework, and has the same credit hours (or more), Amarillo College will award the credit.

- 2) I made a "D" in one of my classes. Will it transfer?

If your overall cumulative GPA at your previous college was above a 2.0 on a 4.0 scale, then any grade of "D" will transfer.

- 3) What if I need my transcript evaluated right away because of the pre-requisites or to meet graduation requirements?

It is the student's responsibility to notify the Registrar's office as soon as you bring in your transcript. Only the classes requiring immediate attention (for pre-requisites or graduation requirements) will be immediately considered and then transferred if applicable. The rest of your transcript will be put through our regular evaluation process.

- 4) I have a 4.0 from my previous college and everything that transferred did not improve my GPA at Amarillo College. Why?

Transfer courses are applied to the program you are entering and go towards your graduation requirements. Transfer courses do not affect your GPA because you are only receiving the *credit* for the courses.

- 5) I took developmental Math, English, or writing at my previous college. Why didn't it transfer?

Amarillo College only considers *college level* coursework for transferability. You will have to re-test out of those courses by using placement tests found here: www.actx.edu/testing to see what level you can begin with. Your advisor will place you in the appropriate course.

HOW AMARILLO COLLEGE EVALUATES YOUR TRANSCRIPT FROM ANOTHER COLLEGE:

- 1) You begin by contacting your previous college to request them to send Amarillo College an **OFFICIAL** transcript (no copies, faxes or emails accepted) **OR** you can bring one to us at the Registrar's Office.
- 2) The transcript is logged in as received.
- 3) If you have any test scores, (ACT, SAT, TAKS, THEA, TASP, etc.) those will be entered at this time.
- 4) It then goes into queue for scanning and then is sent to the evaluators. Transcripts will be evaluated within the semester they are received. Once evaluated, you may log in to Web Advisor and go to your

Program Evaluation to see what has been transferred. If you need help logging in and navigating Web Advisor, please call Ask AC at 371-5000.

5) A Transfer Equivalency report will also be mailed to you. If we find that none of your credits will transfer, you will receive a letter in the mail from the Registrar's Office stating such and if applicable to your case, there may be possible ways you can still receive credit for those courses. This information will also be included in your letter.

HOW DO TRANSFER CREDITS APPEAR ON YOUR AMARILLO COLLEGE TRANSCRIPT?

Once courses from other institutions have been evaluated and are transferred into Amarillo College under your current degree program, there is a section on your Amarillo College transcript entitled, "Transfer Info." In this section, you will find the total number of qualifying transfer credits and the name of the University associated with the credits.

QUESTIONS?

For further questions, please contact us at 806-371-5030 or send us an email at askac@actx.edu.