

Transfer Credit Policies

[Policies for Evaluation of Credit from Transfer Institutions into Fort Lewis College Liberal Arts Core](#)

Courses are generally accepted in transfer to Fort Lewis College if they are regular, college-level academic courses completed with grades of C- or better and completed at a collegiate institution accredited by one of the following regional accrediting agencies:

- New England Association of Schools and Colleges
- Middle States Association of Colleges and Schools
- Higher Learning Commission of the North Central Association of Colleges and Schools
- Northwest Commission on Colleges and Universities
- Southern Association of Colleges and Schools
- Western Association of Schools and Colleges

Courses that will not transfer include those that are not college level, such as remedial and developmental; non-academic courses such as vocational, career exploration, cooperative education, internships, independent study, workshops, and practicums; or courses with grades of D+ or lower or with the grades pass/fail, credit/no credit, or satisfactory/unsatisfactory. However, courses with grades of pass, credit, or satisfactory may be accepted if they are physical education (PE) courses or if the student demonstrates that the course could not be taken under the normal A-F grading mode and the sending institution verifies that the grade awarded is equivalent to a C- or better.

Transfer credits more than 10 years old will not be automatically accepted and require special approval to be applied toward general education, major, auxiliary, or minor requirements.

Courses accepted in transfer become part of the credits completed and are not used in grade point average (GPA) calculations. The Fort Lewis College GPA is based on work completed at Fort Lewis College only.

Lower-division credits are freshman- and sophomore-level credits (courses numbered 100 and 200, respectively, at Fort Lewis College). Upper-division credits are junior- and senior-level credits (courses numbered 300 or 400, respectively, at Fort Lewis College). Lower- and upper-division designation is based on the transfer institution's lower- and upper-division designation. Course equivalency may be granted for a lower-division course from another college that is an upper-division course at Fort Lewis College, but the course will not count as upper-division credit at Fort Lewis College. Credits earned at a two-year college cannot be used to meet Fort Lewis College's credit requirement in upper-division courses. In cases where a course being transferred does not have a Fort Lewis College equivalent, the course will post with the appropriate departmental prefix and a "T" identifier within the course number (for example, Math T104).

The maximum number of credits that may transfer toward a baccalaureate degree at Fort Lewis College is 90. Within these 90 credits, the maximum number of credits that may transfer from an accredited community/junior college is 60.

Transfer Under Statewide Articulation Agreements

Statewide articulation agreements between Colorado public community/junior colleges and Fort Lewis College exist in the areas of Accounting, Business, Economics, Engineering, Elementary Teacher Education, Early Childhood Education, History, Psychology (B.A.), Psychology (B.S.), and Spanish. Details of the articulation agreements may be viewed via the Department of Higher Education website:

<http://highered.colorado.gov/Academics/Transfers/>

Transfer of General Education from a Colorado Public Institution

Colorado's gtPathways program is designed to allow students who successfully complete guaranteed lower-division general education courses at one Colorado public institution to apply that credit toward the lower-division general education requirements at another Colorado public institution in all majors unless a specific statewide articulation agreement exists. Students must earn a C- grade or better in each course in order for the course to transfer. Details of the guaranteed general education curriculum may be found on the Department of Higher Education website: <http://higher.ed.colorado.gov/Academics/Transfers/>

Policies that govern the transfer of upper-division general education credit from a Colorado public institution to Fort Lewis College can be found here: [Policies For Evaluation Of Transfer Credit](#)

Students Transferring with a BA/BS Degree or AA/AS Degree

See [Policies For Evaluation Of Transfer Credit](#)

Students who complete an A.A. or A.S. with 60 transferable credits will transfer with junior standing, provided that the student has earned a C- or better in each course. Because all liberal arts and science degrees are designed to be completed in 120 credits, a transfer student who follows the 60-60 transfer guides for Fort Lewis College can finish a four-year degree at the College by taking 60 additional credits. These guides can be found on the Fort Lewis College website:

<http://www2.fortlewis.edu/registrar/TransferInformationandPolicies/6060TransferGuides.aspx>

Transfer of Degrees from International Institutions

All associate and bachelor degrees being transferred from international institutions will be reviewed by the Registrar's Office to determine transferability.

Catalog in Effect for Transfer Students

For academic program purposes, the catalog in effect for graduation requirements for a transfer student is the catalog in effect when the student transfers to Fort Lewis College. Previous catalogs may be used only when specified by a particular articulation.

Transfer Inquiry/Appeals Process

The inquiry/appeals process follows and applies to transfer appeals from Colorado public colleges as well as all other accredited colleges.

The student may appeal:

- A decision regarding the transferability of a specific course(s);
 - A decision regarding the way in which a specific course(s) transferred;
 - The institution's failure to provide a transcript evaluation within the designated 30 calendar day period.
1. The appeal must be submitted in writing to the Registrar's Office. The decisions regarding course transferability and/or placement made in the initial transcript evaluation will be binding if the student fails to file a written letter of appeal within 15 calendar days:
 - a. The Registrar's Office and appropriate department chair will review the written appeal submitted by the student.
 - b. The appropriate department chair will have 30 calendar days to review the student's appeal. The Registrar's Office will inform the student in writing of the department's decision on the appeal, including

the rationale for that decision. In addition, the student shall be informed in writing about the process for appealing the appeal decision should the student feel that reasonable doubt exists about the validity of the appeal decision.

- c. If the Registrar's Office fails to inform the student of the available appeal options, the departmental decision shall be null and void. The student's request prevails and cannot be overturned by any institutional administrator or committee.
2. An opportunity to appeal the first appeal decision:
 - a. The student may appeal the first appeal decision by writing the Vice President for Academic Affairs at Fort Lewis College. The appeal must be filed within 15 calendar days of the postmark date of the letter notifying the student of the departmental decision. If the student fails to file an appeal within this time period, the original decision shall be binding.
 - b. Fort Lewis College must hear and reach a decision on the appeal within 15 calendar days after the appeal is filed.
 - c. The student will be notified in writing by Fort Lewis College of its decision regarding the transfer appeal and the rationale for the decision. In addition, the institution shall inform the student that the student may appeal the decision by writing the governing board.
 3. An opportunity to appeal the institutional appeal decision:
 - a. The student may appeal the institutional decision by writing the Vice President for Academic Affairs. The appeal must be filed within five calendar days of the postmark date of the letter notifying the student of the institutional decision. If the student fails to file an appeal within this time period, the institutional decision shall be binding.
 - b. The governing board staff shall review and reach a decision on the appeal within five calendar days after the appeal is filed.
 - c. The student will be notified in writing by the governing board of its decision regarding the transfer appeal and the rationale for the decision. In addition, the institution shall inform the student that the student may appeal the decision by writing the Department of Higher Education. The appeal must be filed within five calendar days of the postmark date of letter notifying the student of the governing board's decision.

Department of Higher Education Procedures for Resolution of Student Transfer Disputes

The appeals process is to be initiated by the student after all remedies have been exhausted without resolution of the issue at the institutional level.

An appeal is initiated by the student informing the Department of Higher Education in writing of the situation and the reason for the appeal. Complete instructions regarding this level of appeal may be found on the Department of Higher Education website: <http://highered.colorado.gov/Academics/Transfers/Students.html>

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Credit by Examination

Institutional Credit by Examination

Credit for some courses may be earned through institutional examinations. This procedure is limited to regular catalog courses and may not apply to such courses as special topics, independent study, practicums, or internships.

The student should apply to the appropriate department chair, who may assign a faculty member to administer the exam. The chair will assure that the reason(s) for the examination is legitimate, and, if the course is an advanced one, that the student has the necessary prerequisites.

A student may not take a special exam for a course that he has already taken in the regular fashion, regardless of the grade earned previously unless it was an audit grade. Additionally, a student may not take a special exam for a course for which he is currently registered.

The fee for credit by examination is listed in the current year Tuition and Fee schedule and must be paid before the exam is given. A proctoring fee may also be assessed.

External Credit by Examination

College credit is also awarded for exceptional performance on tests administered by the following external testing agencies. To qualify for college credit based on test performance, the test must be completed prior to taking any collegiate coursework at Fort Lewis College in the same area.

Advanced Placement

Fort Lewis College participates in the Advanced Placement Program of the College Entrance Examination Board. Under this program, outstanding secondary school students may take certain college-level courses in their own high schools. Satisfactory scores on an examination administered and graded by the College Board are forwarded to Fort Lewis College and may serve as a basis for credit and/or advanced placement. For additional information, students should consult their high school counselor or write to the College Entrance Examination Board, Box 592, Princeton, NJ 08550.

Advanced Placement Test	Minimum Score Required for Credit	Fort Lewis College Equivalency	
		Course Title	Credits
Art-2D Design	3	ART 109 - Visual Foundations I	3
Art-3D Design	3	ART 110 - Visual Foundations II	3
Art-Drawing	3	ART 101 - Drawing	4
Art-History	3	ART 262 - Art Hist I: Ancient World to the Middle Ages (AH1)	4
		ART 263 - Art Hist II: Renaissance to the Modern World (AH1)	4
Biology	3	BIO 112 - Intro to Organismic and Evolutionary Bio (SC2)	4
		BIO 190 - Biology	2
Chemistry	3	CHEM 150 - Fund of Chem I: Atoms/Molecules (SC1)	4
		CHEM 151 - Fund of Chem II: Chem	4

		Reaction (SC1)	
Economics (Microeconomics)	3	ECON 262 - Principles of Microeconomics (SS1)	3
Economics (Macroeconomics)	3	ECON 272 - Principles of Macroeconomics (SS1)	3
English (Lang and Comp)	3	ENGL 191 - Language and Composition ENGL 190 - Language and Composition	3 3
English (Lang and Comp)	4	COMP 150 - Reading and Writing in College (CO1) ENGL 190 - Language and Composition	4 2
English (Literature/Comp)	3	ENGL 191 - Language and Composition ENGL 190 - Language and Composition	3 3
English (Literature/Comp)	4	COMP 150 - Reading and Writing in College (CO1) ENGL 190 - Language and Composition	4 2
Environmental Science	3	BIO 190 Environmental Science	6
French	3	ML 147 - Elementary French I ML 148 - Elementary French II	4 4
German	3	ML 123 - Elementary German I ML 124 - Elementary German II	4 4
Government and Politics (Comp)	3	PS 190 Government & Politics (Comp)	6
Government and Politics (United States)	3	PS 110 - U. S. National Government (SS1) PS 190 Government & Politics	4 2
History (European)	4	HIST 160 - Survey of Western Civilization I (HI1) HIST 261 - Western Civilization II: 1350 to Present (HI1)	4 4
History (United States)	4	HIST 280 - Survey of US History, 1600-1877 (HI1) HIST 281 - Survey of US History, 1877-Present (HI1)	4 4
History (World)	4	HIST 150 - World Civilization I (HI1) HIST 151 - World Civilization II (HI1)	4 4

Human Geography	3	GEOG 190 - Human Geography	6
Latin	3	ML 109 - Introductory Latin I	4
		ML 110 - Introductory Latin II	4
Mathematics (Calculus AB)	3	MATH 121 - Pre-Calculus (MA1)	4
		MATH 190 - Calculus	2
Mathematics (Calculus AB)	4	MATH 221 - Calculus I (MA1)	4
		MATH 190 - Calculus	2
Mathematics (Calculus BC)	3	MATH 221 - Calculus I (MA1)	4
		MATH 190 - Calculus	2
Mathematics (Calculus BC)	4	MATH 221 - Calculus I (MA1)	4
		MATH 222 - Calculus II (MA1)	4
Music Theory	3	MU 128 - Theory and Musicianship I	5
		MU 190 Music Theory	1
Physics B	3	PHYS 201 - Physics - Non Calculus I	4
		PHYS 202 - Physics - Non Calculus II	4
Physics C	3	PHYS 217 - Physics - Science & Engineering I (SC1)	5
		PHYS 218 - Physics - Science & Engineering II	5
Psychology	3	PSYC 157 - Introduction to Psychology (SS3)	3
		PSYC 190 - Psychology	3
Spanish Language	3	ML 115 - Elementary Spanish I	4
		ML 116 - Elementary Spanish II	4
Spanish Literature	3	ML 215 - Intermediate Spanish I (AH4)	4
		ML 216 - Intermediate Spanish II (AH4)	4
Statistics	3	MATH 201 - Elementary Statistics (MA1)	4
		MATH 190 - Statistics	2

College Level Examination Program (CLEP)

Fort Lewis College has adopted a policy whereby up to a maximum of 24 credits may be granted on the basis of appropriate scores on the general examinations of the College Level Examination Program (CLEP). For a complete listing of Fort Lewis College's CLEP policies, please see:

<http://www2.fortlewis.edu/testingcenter/home.aspx>.

CLEP Test	Minimum
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	Score Required for Credit	Fort Lewis College Equivalency	
		Course Title	Credits
American Government	50	PS 110 - U. S. National Government (SS1)	4
American Literature	50	ENGL 240 - Survey of American Literature (AH2)	4
Biology	50	BIO 112 - Intro to Organismic and Evolutionary Bio (SC2) BIO 190 - Special Topics	4 2
Calculus	50	MATH 221 - Calculus I (MA1)	4
Chemistry	50	CHEM 150 - Fund of Chem I: Atoms/Molecules (SC1)	4
College Algebra	50	MATH 110 - College Algebra (MA1)	4
College Composition	50	COMP 150 - Reading and Writing in College (CO1)	4
College Math	50	MATH 105 - College Mathematics (MA1)	3
English Literature	50	ENGL 230 - Survey of British Literature (AH2)	4
French Language	45-49	ML 147 - Elementary French I	4
French Language	50-54	ML 147 - Elementary French I ML 148 - Elementary French II	4 4
French Language	55-58	ML 147 - Elementary French I ML 148 - Elementary French II ML 247 - Intermediate French I (AH4)	4 4 4
French Language	59	ML 147 - Elementary French I ML 148 - Elementary French II ML 247 - Intermediate French I (AH4) ML 248 - Intermediate French II (AH4)	4 4 4 4
German Language	45-49	ML 123 - Elementary German I	4
German Language	50-54	ML 123 - Elementary German I	4

		ML 124 - Elementary German II	4
German Language	55-59	ML 123 - Elementary German I ML 124 - Elementary German II ML 223 - Intermediate German I (AH4)	4 4 3
German Language	60	ML 123 - Elementary German I ML 124 - Elementary German II ML 223 - Intermediate German I (AH4) ML 224 - Intermediate German II (AH4)	4 4 3 3
Human Growth and Development	50	PSYC 254 - Life Span Human Development	4
Humanities	50	GS 190 - Special Topics	6
Intro. to Educational Psychology	50	PSYC 190 - Special Topics	4
Introductory Business Law	50	BA 260 - Legal Environment of Business	3
Introductory Psychology	50	PSYC 157 - Introduction to Psychology (SS3)	3
Introductory Sociology	50	SOC 190 - Special Topics	3
Natural Sciences	50	BIO 112 - Intro to Organismic and Evolutionary Bio (SC2)	4
Pre-Calculus	50	MATH 121 - Pre-Calculus (MA1)	4
Principles of Microeconomics	50	ECON 262 - Principles of Microeconomics (SS1)	3
Principles of Macroeconomics	50	ECON 272 - Principles of Macroeconomics (SS1)	3
Spanish Language	45-49	ML 115 - Elementary Spanish I	4
Spanish Language	50-56	ML 115 - Elementary Spanish I ML 116 - Elementary Spanish II	4 4
Spanish Language	57-62	ML 115 - Elementary Spanish I ML 116 - Elementary Spanish IIML 215 - Intermediate Spanish I (AH4)	4 4 4
Spanish Language	63	ML 115 - Elementary Spanish I ML 116 - Elementary Spanish II ML 215 - Intermediate Spanish I (AH4) ML 216 - Intermediate Spanish II (AH4)	4 4 4 4

U.S. History I: Early Colonizations to 1877	50	HIST 280 - Survey of US History, 1600-1877 (HI1)	3
U.S. History II: 1865 to the Present	50	HIST 281 - Survey of US History, 1877-Present (HI1)	3
Western Civilization I: Ancient Near East to 1648	50	HIST 160 - Survey of Western Civilization I (HI1)	3
Western Civilization II; 1648 to the Present	50	HIST 261 - Western Civilization II: 1350 to Present (HI1)	3

International Baccalaureate

The International Baccalaureate is a comprehensive course of study for academically talented high school students in select high schools throughout the world. The number of credits awarded for successful completion of an IB diploma program will be a minimum of 24 semester credits. If a score of less than 4 is received on an exam, the number of credits granted will be reduced accordingly at the institution's discretion. Questions about the IB program should be directed to International Baccalaureate North America, 475 Riverside Dr, 16th Floor, New York, NY 10115, (212) 696-4464, or <http://www.ibo.org/>.

IB Subject Exam Title	Level of Evaluation	Exam Score	Fort Lewis College Course Title	Semester Hours
Anthropology	Higher Standard	4	ANTH 210 (SS3) (4), ANTH 190 (2)	6
		4	No Credit	
Art	Higher Standard	4	ART 190 (6)	6
		4	ART 101 (4)	
Biology	Higher Standard	4	BIO 112 (SC2) (4), BIO 113 (4)	8
		4	BIO 190 (3)	
Chemistry	Higher Standard	5	CHEM 150 (SC1)(4), CHEM 151 (SC1) (4)	8
		4	CHEM 150 (SC1)(4), CHEM 190 (2)	
		4	CHEM 190 (3)	
Computer Science	Higher Standard	4	CSIS 105 (4), CSIS 190 (4)	8
		4	No Credit	
Design Technology	Higher Standard	4	No Credit	
		4	No Credit	
Economics	Higher Standard	4	ECON 190 (6)	6
		4	ECON 190 (3)	

English (A-1)	Higher Standard	4 4	COMP 150 (CO1) (4), ENGL 190 (2) No Credit	6
French (A-1)	Higher Standard	4 4	ML 390 (6) ML 147 (4), ML 148 (4)	6 8
French (B)	Higher Higher Standard	7,6 5,4 4	ML 247 (AH4) (4), ML 248 (AH4) (4), ML 390 (3) ML 247 (AH4) (4), ML 248 (AH4) (4) ML 147 (4), ML 148 (4)	11 8 8
Geography	Higher Standard	4 4	GEOG 110 (SS2) (4), GEOG 190 (2) GEOG 110 (SS2) (4)	6 4
German (B)	Higher Standard	4 4	ML 123 (4), ML 124 (4) ML 123 (4)	8 4
History of Europe	Higher Standard	4 4	HIST 160 (HI1) (4), HIST 261 (HI1) (4) HIST 190 (3)	8 3
History of the Americas	Higher Standard	4 4	HIST 281 (HI1) (4), HIST 190 (3) HIST 190 (3)	7 3
World History	Higher Standard	4 4	HIST 150 (HI1) (4), HIST 151 (HI1) (4) HIST 190	8 3
Latin	Higher Standard	4 4	ML 109 (4), ML 110 (4) ML 109 (4)	8 4
Mathematics	Higher and Further Higher Higher Standard	5 5 4 4	MATH 221 (MA1) (4), MATH 222 (MA1) (4) MATH 221 (MA1) (4), MATH 190 (2) MATH 110 (MA1) (4), MATH 190 (2) No Credit	8 6 6
Music	Higher Standard	4 4	MU 190 (6) No Credit	6
Philosophy	Higher Standard	4 4	PHIL 141 (AH3) (4), PHIL 190 (2) PHIL 190 (3)	6 3
Physics	Higher Standard	4 4	PHYS 217 (SC1) (5), PHYS 218 (5) PHSC 190 (3)	10 3
Psychology	Higher	4	PSYC 157 SS3) (3), PSYC 190 (3)	6

	Standard	4	PSYC 157 (SS3) (3)	3
Russian (B)	Higher	4	ML 190 (6)	6
	Standard	5	ML 190 (6)	6
Spanish (A-1)	Higher	4	ML 319 (4), ML 390 (2)	6
	Standard	4	ML 319 (4)	4
Spanish B	Higher	7,6	ML 215 (AH4) (4), ML 216 (AH4) (4), ML 319 (4)	12
	Higher		ML 215 (AH4) (4), ML 216 (AH4)(4)	8
	Standard	5,4 4	ML 115 (4), ML 116 (4)	8
Theatre	Higher	4	THEA 190 (6)	6
	Standard	4	THEA 190 (3)	3

DANTES Subject Standardized Tests (DSST)

The DSST exams were developed to enable schools to award credit to students for knowledge equivalent to that which is learned by students taking the course. The exams have been approved by the American Council on Education (ACE). The ACE provides both a recommended passing score and a recommended number of credits that could be awarded to successful students. With these recommendations in mind, Fort Lewis College awards the following credit for selected DSST exams. More information about the exams may be obtained at: www.getcollegetcredit.com.

DANTES Subject Standardized Test	Minimum Score Required for Credit	Fort Lewis College Equivalency	
		Course Title	Credits
Art	48	ART 190 - Art	3
Criminal Justice	49	PS 241 - Intro Criminal Justice Systems (SS1)	3
General Anthropology	47	ANTH 151 - Introduction to Anthropology (SS3)	4
Introduction to Business	46	BA 190 - Introduction to Business	4
Physical Geology	45	GEOL 190 - Physical Geology	4

Military Service Credit

Veterans are often allowed credit for previous education. Credit for military experience also may be allowed according to the American Council on Education (ACE) recommendations. The DD 214 form and other relevant documents, including military transcripts along with attached ACE credit recommendations, should be submitted to the Fort Lewis College Registrar's Office along with a written request for an evaluation of credits for military service.