

IV. J. DeKalb Technical College

Acceptance of Transfer Credits



Ordinarily, colleges from which credits are transferred must be accredited by the regional accrediting association. As a general rule, credit will be given on a course equivalent basis. In some instances where course equivalency is questioned, credit must be validated by examination. Examples include Health Technology courses and credits earned over ten years prior to the time of admissions evaluation. Credit transferred from state technical colleges with Program Standards in place will be accepted on a course equivalency basis.

Only those courses in which a grade of "C" or better was awarded are transferable.

Credit hours assigned to transfer courses are the same as the credit hours awarded at the sending college when credit hours do not exceed the number of credit hours assigned to equivalent courses at DeKalb Tech. The maximum hours of credit given shall not exceed the number of hours awarded for the same course at DeKalb Tech.

Applicants and currently enrolled students seeking certificate/diploma/degree programs of study, who have completed all or part of their postsecondary education outside of the United States and the United States territories, are required to have their foreign postsecondary credentials evaluated by an independent evaluation service. A course-by-course evaluation is required. For additional information, contact the Registrar's Office.

All courses evaluated for Health Technologies programs, except Cosmetology and Opticianry, must show a grade of "C" or better and not be over ten years old prior to evaluation.

Generally, courses are transferred to DeKalb Tech on a parallel or matching course basis. However, courses taken in Area I (Humanities), Area II (Mathematics/Natural Sciences), or Area III (Social/Behavioral Sciences) where DeKalb Tech has no parallel or matching course may be transferred as electives with the approval of the appropriate Department Chairperson. These courses may not be used as substitutes.

Credit earned through extension, correspondence courses, and/or DAN TES (formerly USAFI) will be accepted in transfer. Only DAN TES courses that are relevant to the student's program objective may be accepted. The total hours accepted through extension, correspondence courses, and/or DAN TES shall not exceed one-fourth of the hours required for graduation. The criterion used for acceptance of DAN TES Council on Education is the latest edition of the *Guide to the Evaluation of Education Experiences in the Armed Services*.

A transfer student is admitted to DeKalb Tech:

1. In good standing if the student was in good standing at the former College.
2. On probation if the student was on probation at the former College. A student admitted on probation must earn a grade point average of at least 2.0 during the first quarter enrolled to continue the next quarter.

Course Exemption: Academic departments may, on an optional basis, establish and administer approved exemption examinations for courses that are listed as prerequisites to other courses. When a student passes such an examination, this is reported on the appropriate form by the Department Chairperson to the Academic Dean who will evaluate the recommendation and forward it to the Registrar. The Registrar will enter course exemptions on the student's record showing the course number and title and indicate that it was exempted by examination. No credit is given for the course exempted in this manner, but the student does have the privilege of enrolling in courses for which the exempted course is a prerequisite.

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