

Transfer, Post-Baccalaureate and Residency Teaching Certificate Student Admission

At Heritage University, we welcome students who:

- Are motivated to learn
- Have a genuine desire to attend Heritage University
- Show evidence of being able to benefit from our educational programs

Our admissions procedure helps us gather information relevant to making a decision based on these criteria. Acceptance to Heritage University results from an overall assessment of an applicant's background. We do not set arbitrary standards for grades, test scores, courses taken or achievements.

Transfer students or students with a baccalaureate degree should submit the following documents to the Admissions Office:

1. A Heritage University [Application Form](#).
2. An official transcript from each college/university attended. A high school transcript is also required of students who have earned less than 60 semester credits.
3. A Heritage University [placement assessment](#) is required of students who have less than an A.A. degree. Exceptions are considered on an individual basis.
4. Students who have completed the appropriate associate of arts transfer degree from Washington community colleges are admitted with junior standing at Heritage.
5. Transfer credits are accepted from regionally accredited (or candidate) colleges and universities with the following restrictions:
 - a. Transfer credits must have a minimum grade of 1.70 (C-) on a 4.00 scale for undergraduates and 2.70 (B-) for graduates.
 - b. A maximum of 60 semester or 90 quarter hours of academic credit is accepted from junior and community colleges toward a four-year degree. (Occupational-vocational courses are not accepted although exceptions may be made if relevant to a particular major.)
 - c. A maximum of 4 semester credits of physical education credit is accepted toward a four-year degree.
 - d. A maximum of 6 semester credits of traditional courses with a Pass grade is accepted. However, academic departments may have specific regulations regarding Pass courses.
 - e. Credits awarded through examination programs such as College Level Examination Program (CLEP) and Advanced Placement (AP) are evaluated on an individual basis.
 - f. Heritage may grant credit for learning sponsored by business, industry, or government if the learning has been evaluated by the American Council on Education (ACE) or by the Program on Non-collegiate Sponsored Instruction (PONSI) of New York.
 - g. Credit may be granted for educational experience from formal military service schools which have been evaluated by the Office of Educational Credit of the American Council on Education (ACE) and which are found in The Guide to the Evaluation of Educational Experiences in the Armed Forces.
 - h. Domestic and international students who have completed college credits in another country may be considered for freshman admission. Transfer credit is evaluated through a course-by-course analysis and may require review by an external entity with expertise in the field of foreign credential assessment. The acceptance of credit is based on factors such as the current status of the transfer study, applicability to the Heritage University program, and quality of grades.
 - i. Informal evaluations of transfer credit may be requested. Such evaluations are subject to change when all official transcripts are received, and evaluated by the Registrar. The college reserves the right to evaluate all transfer credits in relation to its programs.

- j. Heritage University reserves the right to accept or reject non-traditional means of obtaining credit depending on the relevance and application of such credits to the total degree program.