

### **Students with Learning Differences**

In order to provide the greatest opportunity for student success, Keystone College accepts only those students who have developed the compensatory skills necessary to perform at a satisfactory level using the College's current array of support services. Keystone does not have a comprehensive support program specifically designed for students with learning differences. We encourage those students who have documented learning differences to disclose this information to their instructors as soon as possible.

Appropriate documentation of the specific disability will be required and reviewed by the Coordinator of Disability Services before the student can be granted any accommodations.

### **Transferring Credits to Keystone College**

Coursework completed at another regionally accredited institution, credits earned through advanced placement, and credits earned by assessment may be applied toward a Keystone College degree. The following conditions apply:

1. Transfer students are required to complete Keystone's core and distribution requirements, as well as those of the major. These requirements may be met through Keystone coursework or through reasonable substitution of transferred credit determined through transcript evaluation or articulation agreements. Students with an associate and/or bachelor's degree from a regionally accredited institution may be exempt from some core courses as deemed by the Registrar.

2. Up to 32 credits may be applied for students seeking an associate degree and up to 75 credits may be applied for students seeking a bachelor's degree. Students who have already earned a bachelor's degree may apply up to 90 credits toward another bachelor's degree.

3. The final 32 credits earned toward a degree cannot include more than 9 credits earned through transfer of credits from another institution.

4. Transfer credit will not be awarded if the

grade earned is lower than a "C."

5. Grades of "P" or "S" are not accepted for credit.

6. Transfer students entering with fewer than 24 earned college credits will be required to participate in a First-Year Seminar (FYS) their first semester.

7. Transfer credit for a course taken ten or more years prior to the request is generally not given. Exceptions will be made only with the approval of the Registrar, and with input from the appropriate academic division chairperson. Requests for exception to the ten-year rule should be made to the Registrar.

8. Quality points and transfer credits are not included in the student's grade point average at Keystone.

9. A Keystone student who wishes to take courses at another institution and transfer them back to Keystone should consult with the Office of the Registrar prior to enrolling to ensure that the credits will transfer.

10. Transfer credits will not count as a course repeat with regard to the GPA calculation.

### **Articulation Agreements for Students Transferring to Keystone**

Keystone College has entered into articulation agreements with Bucks County Community College, Camden County College, Harrisburg Area Community College, Johnson College, Lackawanna College, Luzerne County Community College, and Northampton Area Community College for the transfer of their credits, in related majors, to Keystone's baccalaureate degree programs. These agreements normally grant junior status to students and usually enable completion of the bachelor's degree within four regular semesters as full-time students. Details of these agreements are available in the Office of Admissions and on the College Web site.

### **Advanced Placement**

Special advanced coursework completed in high school, which is treated as transfer work,