Transferring Credits

If you are transferring from another college:

1. If pursuing transfer credit: An official copy of the transcript listing the credits should be received by the Office of Admissions and Records at UCC before enrolling at UCC.
2. Credits are accepted only from regionally accredited colleges and universities, and/or as listed below:
   A. A grade of D is acceptable in transfer work unless the specific program or degree requires a grade of C or higher.
   B. Career-Technical (vocational) credits will be accepted toward the AAS degree; and 12 such credits may count toward the AS and AA degrees.
   C. Credit for military training is granted on the basis of recommendations by the American Council on Education (ACE) as contained in the "Guide to the Evaluation of Educational Experiences in the Armed Services." UCC accepts credits from the military DANTES and USAFI programs, as recommended by the ACE. All military credits are to be listed on a military transcript:
      • Army — Army/ACE Registry System (AARTS)
      • Air Force — Community College of the Air Force
      • Marines — Individual Training Standards System, Maintenance Training Management and Evaluation Program (ITTS MATMEP)
      • Navy — Navy Occupation/Training and Awards History
   D. Credit for College Level Examination Program (CLEP) and the Advanced Placement (AP) Tests are granted based on acceptable scores.
   E. For information on a Credit for Prior Learning (CPL) program, contact the Advising and Career Service Center at 541-440-7659.

An official transcript may be requested from the Admissions and Records Office. Transcripts must be requested in person, by fax, by mail (including a signature), or through RiverHawk Web (UCC's secure website), and may not be requested by parents, spouse, children, or any other individual without written consent from the student.

Official transcripts are stamped with the college seal and mailed to recipients designated by the student; unofficial transcripts are labeled, "Unofficial." There is no charge for academic transcripts. There is a charge for special handling, and no more than twenty may be requested during a month's time.

Transcript requests will not be processed until all debts are cleared with the Finance Office. Requests must include the student's name, any previous names, student ID number (or Social Security Number), date of birth, current mailing address, current phone number, address(es) to send transcript, signature, and approximate dates of attendance.

Umpqua Community College does not release copies of any transcripts originating from another college or university from which the student may have transferred.