

Transfer Credit from other Institutions (Undergraduate Students)

It is the policy of Western New Mexico University to accept transfer credit from other New Mexico accredited or regionally accredited colleges and universities.

Transfer credit may be awarded when the following conditions are met:

1. The student must be awarded “final” admissions status;
2. The course carries degree credit at the transferring institution; Developmental level courses will not transfer.
3. The student was not suspended from a college or university at the time the course was taken.

Transfer transcripts become the property of WNMU and will not be returned to the student either as originals or as copies. Transfer credit will become part of the student’s record after the student has established a course of record. All courses with letter grades of A, B, C, D, CR, P, S, (except ENGL 101 or 102, and Developmental or Remedial courses) will be posted on the WNMU transcript provided they conform to the above noted restrictions. Courses transferred with a D cannot count toward a student’s major or minor. If duplicate courses are taken at other institutions, only the course with the highest grade will transfer.

Starting in Fall 2011, only grades earned at WNMU count towards the student’s cumulative G.P.A. Transfer grades will start with a T/ and not count in the G.P.A. (Ex. T/A, T/B, T/C, etc.)

Courses transfer from other institutions at the level offered at those institutions. Hours transferred from two-year institutions cannot be used for upper division (300-400) hours.

Transfer course will be matched with an equivalent WNMU course if possible. If not, the transfer course will be designated with an appropriate level number ending in “99” i.e. a 200 level course with no WNMU equivalent will be designated as 299 on WNMU transcript.

In the case of non-equivalent courses that are part of the NM Common Core or other transfer articulation agreements, the numbers 175 or 275 will be used. These are pre-approved General Education courses, and will not need course substitutions to fulfill the WNMU General Education requirements. The Transcript Evaluator has the authority to designate which transfer courses count for General Education requirements. The departments have the authority to designate which courses count toward the major degree requirements.

After enrollment at WNMU, course work taken at another institution may replace the grade for a course taken at WNMU, provided the student receives prior approval from the student’s advisor at WNMU to take the course. A transfer student must complete a minimum of six credit hours in the elected major and a minimum of three credit hours in the elected minor in residence at WNMU.

International students wishing to receive credit for courses taken at accredited institutions of post-secondary education outside the U.S. must provide WNMU with original transcripts translated into English that have been evaluated by an independent credentials evaluator. A list of evaluators is available at the Admissions Office. Western New Mexico University treats transfer students the same as students who started at WNMU

in awarding credit towards fulfilling degree requirements. The University supports articulation among all post-secondary institutions in New Mexico.

Arizona transfer students who complete any one of the three Arizona General Education Curriculums will be deemed to have fulfilled WNMU's General Education with the exception of oral communication and computer literacy.

PLEASE NOTE: Transfer students should consult the transcript evaluator concerning the statewide Articulation of Lower Division Common Core (general education) requirements. Graduate students should refer to Transfer Credit listed under Graduate Policies in the Graduate Studies Section of the catalog. To facilitate transfer of course credits among New Mexico's colleges and universities, state law requires that the various institutions accept a core of thirty-five (35) hours of general education coursework. This thirty-five hour module is printed in the WNMU catalog. This thirty-five hour module is incorporated into sixty-four (64) hour discipline specific modules. These discipline specific modules as well as the Common Core (General Ed) matrix are available on the Higher Education Department website at: <http://hed.state.nm.us/>.

TRANSFER ARTICULATION PARTNERS

In addition to the post-secondary institutions in New Mexico, WNMU has formed transfer articulation agreements with the following Arizona Schools:

Cochise College

Eastern Arizona College

Maricopa County Community Colleges (10 schools)

Pima Community College

Once a transcript has been evaluated, the appropriate transfer credits are entered on the student's WNMU transcript. The student then receives a Transfer Equivalency Worksheet (as a pdf file) showing the courses that were transferred and their WNMU equivalency. This worksheet is put in document imaging for Advisors to see. Students with fewer than 10 transfer credits do not have an equivalency worksheet produced.