

**MOUNTWEST COMMUNITY & TECHNICAL COLLEGE
INSTITUTIONAL BOARD OF GOVERNORS**

Policy No. A - 8

Transfer

1. General

- 1.1 Scope: This policy establishes standards and procedures for students seeking transfer admission to MCTC.
- 1.2 Statutory References: WV Code §188-1-IA; 188-28-6; 188-3C-2
- 1.3 Original Passage Date: July 17, 2009
- 1.4 Original Effective Date: August 17, 2009
- 1.5 Intent to Revise: January 14, 2011
- 1.6 Effective Date of Revision: February 14, 2011
- 1.7 Controlling Over: Mountwest Community & Technical College

2. Policy

- 2.1 College level course credits earned at regionally accredited post-secondary institutions can be transferred to MCTC. Transfer credit is subject to the approval of the Division Dean in which the student matriculates, and with the following provisions:
 - 2.1.1 MCTC must receive official transcripts of all college level work completed at other regionally accredited colleges before formal transfer credit will be awarded. Grades earned at other institutions will not be entered into the cumulative grade-point average (GPA) at MCTC. Exceptions to this practice may be approved by the President or President's designee.
 - 2.1.2 Courses in which a grade of "C" or higher is earned are transferable for credit if coursework is relevant to the student's program at MCTC with the approval of the Division Dean.
 - 2.1.3 Credits earned at foreign post-secondary institutions may also be transferred, subject to review and approval of the Dean of the Division in which the student matriculates. Students applying for foreign credit transfer must submit an official evaluation of foreign educational credentials from an accredited evaluation agency.
- 2.2 Transfer students are required to complete a residency requirement prior to graduation.
- 2.3 The transfer evaluation is based on the declared major of the student.

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Policy No. A - 8

Transfer

1. General

- 1.1 Scope: This policy established standards and procedures for students seeking transfer admission to Mountwest Community and Technical College.
- 1.2 Statutory References: WV Code §18B-1-IA; 18B-2B-6; 18B-3C-2
- 1.3 Passage Date: July 17, 2009
- 1.4 Effective Date: August 17, 2009
- 1.5 Controlling Over: Mountwest Community & Technical College

2. Policy

- 2.1 College level course credits earned at any regionally accredited post-secondary institutions can be transferred to Mountwest Community and Technical College. Transfer credit is subject to the approval of the Division Dean in which the student matriculates, and with the following provisions:
 - 2.1.1 Mountwest Community and Technical College must receive official transcripts of all college level work completed at any other regionally accredited colleges before formal transfer credit will be awarded. Grades earned at other institutions will not be entered into the cumulative grade-point average (GPA) at Mountwest Community and Technical College.
 - 2.1.2 Course in which a grade of "C" or higher is earned are transferable for credit if coursework is relevant to the student's program at Mountwest Community and Technical College with the approval of the Division Dean.
 - 2.1.3 Credits earned at foreign post-secondary institutions may also be transferred, subject to review and approval of the Dean of the Division in which the student matriculates. Students applying for foreign credit transfer must submit an official evaluation of foreign educational credentials from an accredited evaluation agency.

- 2.2 Transfer students are required to complete an academic residency requirement prior to graduation.
- 2.3 The transfer evaluation is based on the declared major of the student.