

## NORTHLAND COMMUNITY & TECHNICAL COLLEGE

### 3120 TRANSFER OF CREDIT

Transfer of credit to other colleges varies and is determined by the college to which the student is transferring.

Northland Community and Technical College (NCTC) follows Minnesota State policy 3.21, procedure 3.21.1, and operating instructions 3.21.1.1, 3.21.1.2, and 3.21.1.3 in the transfer of credit. Students transferring credit from another college or university to NCTC must request an official transcript of their grades be sent to the admissions office for evaluation. NCTC is able to access a student's transcript from other Minnesota State Colleges and Universities through eTranscript, provided the student does not have any outstanding financial obligations to that college or university.

Once a student has been admitted to NCTC, NCTC evaluates college-level course credits completed, as submitted by the student on an official transcript, determines if they shall be accepted in transfer, and records them into the degree audit reporting system. Once the credits are accepted in transfer, NCTC determines how the course credits will apply to program and graduation requirements. NCTC accepts Minnesota Transfer Curriculum (MnTC) courses, goal areas, or the entire completed curriculum as determined and documented by the sending college or university transcript and/or MnTC Audit.

NCTC also considers financial aid implications regarding how the credits are applied to the program. Applying additional credits that do not count toward the student's program requirements could negatively impact the student's financial aid eligibility.

Evaluation considerations of credit transfer are identified in Transfer of Credit Procedure 3120P, in addition to specific information regarding credit transfer from nationally or regionally accredited colleges or universities, non-regionally accredited institutions, and acceptable passing grades in transfer.

For acceptance of military credits, see NCTC policy 3150 and procedure 3150.3P.

Students may appeal any decision regarding their transfer of credits. See Transfer of Credit Procedure 3120P, Appeals section for details.

**Related Documents:** Minnesota State Policy 3.21, *Undergraduate Course and Credit Transfer and the Minnesota Transfer Curriculum*; Procedure 3.21.1, *Transfer of Undergraduate Courses, Credit, Associate Degrees and Minnesota Transfer Curriculum*; Operating Instruction 3.21.1.1 *Minnesota Transfer Curriculum Instructions*, Operating Instruction 3.21.1.2 *Course Equivalency Rationale and Operating Instructions*, Operating Instruction 3.21.1.3 *Transfer Pathways*, Policy 3.39, *Transfer Rights and Responsibilities*; *Joint Statement on the Transfer and Award of Credit* (<http://www.acenet.edu>).

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