

# Credit for Coursework from Other Colleges and Universities Taken Before Admission to Southeastern Community College (Transcript Evaluation)

1. Other than the exceptions listed below, SCC accepts all courses from a North Carolina community college with a grade of A, B, or C for transfer if they are in the Combined Course Library.
  - Transfer of nursing and health technologies program courses have additional requirements listed in Item 2c below.
  - If SCC does not offer the courses, students receive elective credits, if applicable, toward specific degrees.
  - If the courses are in a program that the college does not offer and the courses are not applicable to a degree offered, students will not receive transfer credits toward degrees.
2. Transfer of credit from any other institution must meet the following criteria:
  - The courses must either be taught by a college or university that is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) or one of the seven other federally recognized accrediting bodies (Middle States Commission on Higher Education, New England Association of Schools and Colleges Commission on Institutions of Higher Education, New England Association of Schools and Colleges Commission on Technical and Career Institutions, North Central Association of Colleges and Schools The Higher Learning Commission, Northwest Commission on Colleges and Universities, WASC Senior College and University Commission, Western Association of Schools and Colleges Accrediting Commission for Community and Junior Colleges), or the student must furnish the following for each course they want to transfer:
    - The course syllabus, which should contain a course description, course objectives, the number and type of assignments, and a topic outline
    - The number of credit and contact hours The evaluator will use this information, along with consultation with appropriate discipline faculty to determine the transfer credit to be awarded, if any. The courses must be equivalent to courses SCC offers in content and credit hours. In some instances, students may be granted either general education credit or elective credit for courses in an area in which (e.g., science or math) the college requires specific courses, even though the college may not teach those courses. Students may submit course syllabi for classes from the regionally accredited institutions to support their equivalence to Southeastern courses.
  - Grades for transferable courses must be A, B, or C. Grades of D, F, S, or P are not accepted. (Numerical grades will transfer if they are equivalent to A, B, or C on the transcript legend.)
  - Students desiring to transfer courses into a nursing or health technologies program must meet the following criteria:
    - Meet with an admission staff member to verify that all program admission requirements have been met.
    - Have been enrolled in an approved or accredited program at the former institution within the past twelve months.
    - Have written verification of good academic standing and consistently safe clinical performance from the former institution's program director.
    - Have nursing courses evaluated by the director of nursing. To be eligible to transfer, the courses must be equivalent to courses offered at SCC in both theory and clinical experience.
    - Enter the nursing or health technology program at SCC within twelve months of leaving the former institution
    - Understand that nursing and health technology program courses over two years old will not be accepted for transfer, nor will courses that are in the second year of the associate degree nursing and medical laboratory technology programs.
3. Credit for study skills or orientation courses from other than a North Carolina community college are not accepted as the equivalent of ACA 115. To receive equivalent credit to ACA 115, students must provide the transcript evaluator with course syllabi.
4. Credit hours other than semester hours (e.g. quarter, unit) are translated to semester hours for transfer credit.

5. College junior or senior level courses may receive transfer credit for freshman or sophomore level courses if they are equivalent to lower level courses SCC teaches. No other upper division or graduate courses transfer.
6. Requests for reevaluations of transcript must be made to the Director of Student Services. Students may have to present course syllabi to the transcript evaluator to challenge denials of transfer credit. The director of student services may consult with faculty who teach in specific subject areas to determine whether credit should be awarded. The Director will then inform students of the decision. Students may appeal to the Executive Vice President whose decision is final.
7. Credit for developmental (or remedial) courses taken prior to 1997 is not awarded.
8. Courses may receive transfer credit but may not be acceptable in certain programs unless they were taken within a specific time period (e.g. BIO 168, Anatomy and Physiology taken more than ten years before entry into the ADN program). Students must meet program requirements for recentness of courses.
9. Transcript evaluation usually takes two to three weeks from the date the college receives the transcript from the sending institution. Students should check with the registrar's office to determine if their transcripts have been received by the college. If students do not receive an evaluation within three weeks of the transcripts' arriving at the college, they should contact the registrar's office.