

## **Transfer Credit**

Independence Community College provides for the evaluation and transfer of prior post-secondary education credit to ICC. Courses completed at other regionally accredited colleges and universities are transferable to ICC through the Registrar's Office. An official transcript from each institution attended must be submitted for evaluation. Official transcripts are documents mailed or electronically submitted to ICC directly from the sending institution. Transcripts sent to students and opened are not official. Faxed transcripts are not official.

Transcripts from Kansas Regents institutions will be evaluated using the Regents' "Kansas Seamless Transfer Among Regent System-Course Matrix" first. Courses not covered by the matrix may then be evaluated by course title, course description, and course syllabus as deemed necessary by the Registrar's Office.

Transcripts from regionally accredited institutions outside of the Regents system will be evaluated by course title, course description, and course syllabus as deemed necessary by the Registrar's Office.

A transfer course determined to be equivalent to an ICC course will be entered on the ICC transcript with the ICC course number and title to facilitate advising and help the student ascertain how the courses fit into their ICC degree program. Courses not determined to have an ICC equivalent can be considered for use as electives, or petitioned for substitution.

Vocational or Technical courses from regionally accredited institutions can be used toward completion of certificate programs and Associate of Applied Science degrees only at ICC.

Prior Learning Credits will be evaluated based on individual policies for each category. See ACE Credit, Advanced Placement, Challenge Exams, College Level Examination Program, and/or Military Credit. Only 15 hours of any form of Credit for Prior Learning can be used to meet degree requirements.

Transcripts from non-regionally accredited institutions will not be considered for transfer credit except in the case of cosmetology students seeking to complete cosmetology training at ICC. The Cosmetology Director, in conjunction with the State Board of Cosmetology, will determine validity and acceptance of prior training from the non-regionally accredited institution. The Registrar's Office will note any accepted training time on the student's transcript to facilitate completion of training and certification.

International students wishing to have credits from outside the United States considered, must have transcripts evaluated by AACRAO International Evaluation Service (<http://ies.aacrao.org/>) or World Education Services (<http://www.wes.org/>). The evaluation should then be mailed directly to the Registrar's Office.