

TRANSFER CREDIT

Approval Authority	Senate
Responsible Executive	Provost and Vice-President, Academic
Related Policies / Legislation	Credentials (64) Course Credits (105) Prior Learning Assessment and Recognition (PLAR) (94) <i>University Act, s. 35.2 (5)(k)(i) & (ii)</i>

PURPOSE

The purpose of this policy is to support student mobility by establishing criteria for providing transfer credit and advanced standing as well as to set the general principles for awarding transfer credit.

SCOPE

This policy applies to applicants and students in approved trades, vocational, developmental, undergraduate, and graduate programs seeking to have their studies recognized by UFV, including those outbound on a Letter of Permission or undertaking study abroad.

DEFINITIONS

In this policy, the following definitions apply. Additional definitions can be found in the Procedures document.

Advanced standing: Placement at a certain level in a subject area at or after admission, in recognition of completed formal studies, through a placement exam, faculty assessment or a prior learning and recognition (PLAR) assessment. Does not result in credits on the UFV record.

Articulation: The system and process used to evaluate a course or program for transfer credit.

Block transfer: When a group of courses is recognized as a whole for a set of transfer credits, which may include specified credit, general credit, or a combination of the two. Also, within the B.C. Transfer system, it can mean a predetermined number of credits granted to students who have successfully completed a certificate, diploma, or cluster of courses that are recognized as having an academic wholeness or integrity, and that can be meaningfully related to a degree program or other credential.

Recognized institutions: Public and private institutions providing tertiary and/or secondary education, which are regulated or accredited by an official governmental agency or are otherwise authorized, registered, and licensed by the relevant authorities in the territory they operate. The recognition of institutions is done by UFV, working within provincial, national, and

international standards and best practices.

Transfer credit: Credit given at UFV for studies successfully completed at other recognized institutions.

POLICY

Assessment of transfer credit will be based on the recognition that while institutions differ in the learning experiences provided to students, the substance of the courses and their outcomes can be assessed in relation to UFV courses and their specified learning outcomes. Subject to residency requirement limits, UFV will transfer the maximum amount of credit earned at other recognized post-secondary institutions.

Courses or programs taken at recognized institutions will be considered through transfer credit. Learning achieved through lived experience, work experience, and non-recognized institutions may be considered for recognition through prior learning assessment and recognition (PLAR), which is governed by UFV Policy 94, Prior Learning Assessment and Recognition.

General principles

UFV values learning that has taken place at other Canadian and international institutions and gives students appropriate recognition in the form of transfer credit. UFV supports the Pan-Canadian Protocol on the Transferability of University Credits (CMEC 1995), the Pan-Canadian Quality Assurance Framework for the Assessment of International Academic Credentials (CMEC 2012), and the Principles and Guidelines on Transfer as set by the B.C. Council on Admissions and Transfer (BCCAT). UFV adheres to the following principles:

1. Students will be treated respectfully and equitably throughout the transfer credit process.
2. The processes for assessing and awarding transfer credit will be accessible, consistent, transparent, and timely.
3. Whenever possible, transfer credit will be assigned for an equivalent UFV course.
4. Once transferability has been established, a course will not be assigned more credit than was assigned by the originating institution.
5. Block transfer credit may be awarded for a program or courses successfully completed elsewhere where there is an existing agreement. When a student only completes a portion of a program eligible for block credit, the portion completed will be evaluated on a course-by-course basis when provided for in the agreement.
6. Students with completed degrees will not receive transfer credit for courses taken within the degree. They may receive advanced standing or course registration waivers where appropriate to account for prerequisites.
7. Transfer credit may be awarded for subjects not offered at UFV.
8. Assessment of transfer credit for courses will be completed regardless of when the courses were completed. Programs may establish a maximum time for credit recognition through the curriculum approval process.
9. Transfer credit will be given for all transferable courses completed with a passing grade at the sending institution.
10. Individual course and Block transfer credits will not be reflected on an UFV Official Transcript, except for courses completed as part of a formal study abroad arrangement.

Articulation agreements

Institutional articulation agreements between UFV and recognized institutions are not normally

required when evaluating and assigning individual course credit. Articulation agreements may be used to establish a relationship with a non-recognized institution or to formalize a structured program (e.g., a two plus two agreement) or to agree to a block transfer arrangement with recognized institutions.

Responsibility

Academic units (e.g., departments, schools, etc.) are responsible for reviewing requests for credit from recognized institutions and once a non-recognized institution has gained recognition. The Undergraduate Education Committee is responsible for determining the acceptability of transfer credit for courses and programs from non-recognized institutions, except for graduate-level courses, as described in the Regulations and Procedures.

The Graduate Studies Committee is responsible for determining the acceptability of transfer credit for graduate-level courses and programs from non-recognized institutions as described in the Regulations and Procedures.

Additional responsibilities for the Office of the Registrar are described in the Regulations and Procedures.

Related Agencies and Agreements:

B.C. Council on Admissions and Transfer ([BCCAT](#))

Council of Ministers of Education, Canada: [Pan-Canadian Protocol on the Transferability of University Credits](#)

Pan-Canadian Consortium on Admission and Transfer ([PCCAT](#))

The Canadian Information Centre for International Credentials: [Pan-Canadian Quality Assurance Framework for the Assessment of International Academic Credentials](#)

UNESCO: [Global Convention on the Recognition of Qualifications concerning Higher Education](#)

Related regulations and procedures

The Office of the Registrar is responsible for maintaining the Transfer Credit Procedures and will bring forward recommended revisions to Senate for approval. The Procedures are available below and will be effective as of September 1, 2022