

# WCBCS TRANSFER OF CREDITS POLICY

**Transfer of Credit Between Institutions.** Transfer of credit from one institution to another involves a minimum of three considerations:

- 1) QUALITY.** The quality of the credits being transferred by the previous educational institution.
- 2) COMPARABILITY:** The credits being transferred are similar in scope and fulfill similar requirements for the receiving institution.
- 3) COMPATIBILITY:** The hours should be compatible with and adequately reflect the student's educational goals and the degree plans of the receiving institution.

**Regional, National, Professional, and International Accredited Institutions.** Recognized governmental accreditation verifies the fact the institution has undergone quality checks throughout its programs and system and has been found to have met certain quality standards.

**Unaccredited Institutions.** Students attempting to transfer in credits from unaccredited institutions may have a more difficult time, especially if the transferring institution touts an unrecognized accreditation. However, each course and school will be deliberated, and the history of the institution considered when making determinations.

**Life Learning Credits.** WCBCS recognizes the fact that much of what has been learned in life is a good teach like the classroom. As such, students at the Bachelor and Associate degree levels may apply for Life Learning Credits to work toward their degree. To qualify, students must document the following:

***\*Submit a Life Learning Credits Portfolio that documents their life experience.*** Life Learning Credits are assessed based on the formula of 4 credit hours per year of full-time service in ministry or another discipline, or 2 credit hours based upon documented part-time service in ministry or another discipline. The maximum number of hours a student may receive at the Bachelor level is 30 hours of a 120-hour program. At the Associate level, students may receive 15 hours of a 60-hour program.

***\*Get personal and professional recommendations.*** Each student is required to have two personal and two professional recommendations to ensure the validity of the information shared. Additionally, internet searches may be performed by WCBCS personnel as a point of further verification.

**Disclosure.** The institution's policy on transfer of credit is publicly displayed on its website and in other publications. The publication includes a statement of the criteria established by WCBCS regarding the transfer of credit earned at another institution of higher education.