TRANSFERRING CREDIT INFORMATION

Spring 2015 Advising Module

Transferring Credit Information

Outline:

• General Transfer Guide and Information
• Transfer Rules and Procedures
• Using the MTU Transfer Equivalency Link
• Using the MTU Transfer Guide Link
• Transferring Credit - Suggested Steps
• General Education and HASS Credits
• Transferring Credits Q and A
General Transfer Guide and Information

Undergraduate Admission
http://www.mtu.edu/admissions/transfer/guides/

Informational Pages

- **Transfer Guide**: List courses already evaluated in a specific degree program with regards to a specific institution.
- **Transfer Equivalency**: List all courses that have been evaluated for course equivalency with regards to a specific institution.
- **Transfer Services**: Offers other transfer office services such as
  - Reverse Transfer (Associate Degree Completion)
  - Guest Student Application
  - Study Abroad Information

**Transfer Services**

transfer@mtu.edu
(906) 487-2319

Transfer Rules and Procedures

Transfer Credit Information
http://www.mtu.edu/registrar/students/transfer/information/

Collegiate and non-collegiate sources of credit are evaluated as transfer credit when it has been determined that they meet accreditation standards, and that the student has demonstrated an acceptable level of performance in regard to the credit.

- Transfer credit is granted for courses taken in which a grade of "C" (2.0) or better.
- Only the credit transfers, not the grade. Transferring a course does not affect your MTU GPA unless it is a course you have previously taken at MTU (see Q and A slide).
- If any course that you plan to take off campus is a prerequisite for your next term on campus, you will need to notify Transfer Services. The pre-req course will be added to your record as "In Session (IS)" so you do not get a prerequisite error when registering for the next MTU term.

**Residency and Upper Division Course Work Requirement**

- Thirty (30) of the last 36 credit hours of academic work to be applied to the degree must be completed at Michigan Tech.
- Thirty (30) semester credit hours of advanced level course work (3000 level or higher) must be completed at Michigan Tech.
Using the MTU Transfer Equivalency link

MTU Transfer Equivalency
https://www.banweb.mtu.edu/pls/owa/mtu_transfer_detail.P_TRNS_INDEX

1. Open the above link and select "Begin Transfer Credit Comparison".
2. Select the state and institution, then choose "Full Report".
3. This will display a screen listing all the courses that already have been deemed equivalent.
4. Search this webpage for the courses that you would like to take. This can be done in most browsers by select ‘ctrl-F’ on your keyboard. You can then search for a course number.
   1. Example course search for CH 1150.
   2. Find on webpage ‘1150’
   3. The equivalent course at JCC are: CEM 141 and CEM 151
   4. Contact institution to inquire about the course offering during the particular semester you are interested in.

Using the MTU Transfer Guide link

MTU Transfer Guide
https://www.banweb.mtu.edu/pls/mtu/STU_TRGD_PROG_RPTS.P_APROGRPTS?p_option=os

1. Open the above link and select program you wish to evaluate.
2. Select the state and institution to compare transferable courses.
3. This will display a screen listing all the courses that already have been deemed equivalent for that specific degree program.
4. Search this webpage for the courses that you would like to take. This can be done in most browsers by select ‘ctrl-F’ on your keyboard. You can then search for a course number.
   1. Example if you selected 'Computer Engineering' as the program.
   2. Find on webpage a course you will need, ie. MA 2160
   3. The equivalent course at JCC are: MTH-154
   4. Contact institution to inquire about the course offering during a particular semester you are interested in.
Transferring Credit - Suggested Steps

1. Using your flowchart identify the courses you potentially can transfer.
   1. FlowChart CpE: http://www.mtu.edu/ece/undergraduate/advising/computer/
   2. FlowChart EE: http://www.mtu.edu/ece/undergraduate/advising/electrical/

2. View the below two webpages for course equivalency. These list courses that have already been evaluated to be equivalent.
   1. Transfer Equivalency: https://www.banweb.mtu.edu/pls/owa/mtu_transfer_detail.P_TRNS_INDEX

3. Contact transferring college or university regarding course availability. If you are planning on taking a course in the summer semester be sure to confirm that the courses is offered at the institution.

General Education and HASS Credits

Transferring General Education and/or HASS electives may be slightly different from required major courses. They will either have a direct or indirect HASS list equivalence.

- **Direct HASS list equivalency**: A course at the transferring institution has a directed equivalence to a MTU course number.
  - PHL 231 = HU 2700
  - PLS 141 = SS 2600

- **Indirect HASS list equivalency**: A course at the transferring institution does not have a directed equivalence to a MTU course number however is allow to be used for general education HASS credit.
  - MUS 152 = lower level HASS elective FA 9300L
  - PSY 140 = PSY 2000 and LL HASS elective PSY 9300L

To get HASS credit, it must say 'HASS Elective' and be course xxx 9300L for lower lever or xxx 9300U for upper level.
Transferring Credits Q and A

**Question:** What if the course I would like to take is not on the MTU Transfer Equivalency link? Can it transfer?

**Answer:** If a course is not on the MTU Transfer Eq. Link it does not necessarily mean that is not equivalent. If you think a course may be equivalent, you will need to request that a detailed syllabus be sent directly to MTU Transfer Services (transfer@mtu.edu) from the transferring institution for evaluation.

**Question:** How can I check on the status of my transfer course(s).

**Answer:** Contact MTU Transfer Services @ transfer@mtu.edu or (906) 487-2319.

**Question:** What types of courses typically transfer?

**Answer:** Courses typically found to transfer are General Education (Global Issues, Composition), lower level HASS (Economics, Psychology, Humanities), and math sciences (Calculus, Differential Equations, Chemistry). Generally upper level HASS, degree major courses, and technical elective courses are less likely to be transferred.

**Question:** Why/when should I consider transferring a course?

**Answer:** Typical reasons students transfer courses to allow for some credits to be taken over the summer to therefore lighten the Fall/Spring semester loads. Students also take courses over the summer if they get behind in their flowchart or need to repeat a course.

**Question:** Does transferring a course affect my MTU GPA?

**Answer:** When transferring a course only the credit is earned, not the grade. However you are transferring a course that you previously obtained that was less than a ‘C’ grade, retaking and transferring the credit will help your MTU GPA. For example if you failed MA2160 at MTU and then earned a ‘C’ or higher an equivalent course somewhere else, the previous ‘F’ grade on your MTU GPA will be dropped from the calculation. However if you did not take MA2160 at MTU and took an equivalent course over the summer to get ahead in your degree progress, the grade you earned at another institution will not affect your MTU GPA.

---

**ECE ADVISING**

**EERC 131**

**Computer Engineering:**
Mr. Trever Hassell, tjhassel@mtu.edu

**Electrical Engineering:**
Ms. Judy Donahue, eceadvise@mtu.edu

To schedule an advising appointment, call 487-2550 or go to EERC 121