

Policy History
<b>Policy No.</b> AR12
<b>Approving Jurisdiction:</b> Senate
<b>Administrative Responsibility:</b> Provost and Vice President Academic
<b>Effective Date:</b> November 1, 2014

## Transfer Credit & Advanced Standing Policy

### A. CONTEXT AND PURPOSE

KPU is a special purpose, teaching university under the University Act. The University Act states that the senate of a special purpose, teaching university has the power and duty to “set policies on curriculum evaluation for determining whether courses or programs, or course credit, from another university or body are equivalent to courses or programs, or course credit, at the special purpose, teaching university” (35.2 (5) (k) (i)).

The purpose of this policy is to establish criteria for providing transfer credit and advanced standing, to define the general criteria for the awarding of credit, and to outline the basis upon which such credit is awarded.

### B. SCOPE AND LIMITS

This policy applies to applicants and/or students of KPU’s Senate approved undergraduate, vocational and preparatory-level programs. This policy does not apply to students enrolling in courses or programs outside the jurisdiction of Senate, such as Continuing / Professional studies or Apprenticeship programs.

### C. STATEMENT OF POLICY PRINCIPLES

1. The primary purpose of transfer is to increase student accessibility to post-secondary education by facilitating mobility between other recognized institutions and KPU.
2. Courses or programs taken at recognized institutions will be considered through **transfer credit**. Learning achieved through life and work experience will be considered for recognition through **Prior Learning Assessment and Recognition (PLAR)**.
3. In all transfer arrangements the academic integrity of KPU’s courses and programs must be protected and preserved.
4. Students who have completed courses / programs from other recognized institutions or agencies that are equivalent to KPU courses or levels of study will have this learning recognized and be granted transfer credit.
5. Students may receive advanced standing for the completion of Advanced Placement (AP) or International Baccalaureate (IB) courses in accordance with KPU’s established equivalencies and minimum acceptable grades/scores.

6. Whenever possible, direct (assigned) credit will be granted for specific courses or disciplines rather than unassigned credit in an unspecified area, in order to maximize a student's ability to satisfy program requirements and/or course pre-requisites.
7. Block transfer may be awarded for completed programs from recognized post-secondary institutions.
8. In keeping with the Admission Policy, all requests for transfer credit require the submission of official documentation sent directly to KPU from the issuing institution.

## **D. DEFINITIONS**

Refer to Section C of the *Procedures in Support of the Transfer Credit and Advanced Standing Policy* for a list of definitions in support of the *Transfer Credit & Advanced Standing Policy* and the *Procedures in Support of the Transfer Credit & Advanced Standing Policy*.

## **E. RELATED POLICIES & LEGISLATION**

## **F. RELATED PROCEDURES**

Refer to AR12 *Procedures in Support of the Transfer Credit and Advanced Standing Policy*.