

TRANSFER CREDIT

1. Snow College accepts college level credit in transfer from colleges and universities accredited by any of the six regional accreditation bodies:
 - a. Middle States Association of Colleges and Schools
 - b. New England Association of Colleges and Schools
 - c. Higher Learning Commission, North Central Association
 - d. Northwest Commission on Colleges and Universities
 - e. Southern Association of Colleges and Schools
 - f. Western Association of Colleges and Schools
2. Grades in individual classes must be D- or higher to be eligible for GE.
3. Courses must be college level (rather than remedial or developmental.) At Utah institutions, this usually means courses numbered 1000 or higher.
4. Transcripts received from a technical college, that has been accredited by the Council for Higher Education (<https://www.chea.org/>), will be reviewed on a case-by-case basis.
5. Due to the age of coursework, some credit may only transfer as elective credit. Course credit awarded is dependent on applicability and/or academic department discretion.
6. There is no limit to the number of transfer credits which may be accepted.
7. Transfer courses will not be accepted from other institutions for the purpose of posting a grade change or repeating a course previously taken at Snow College.
8. The transfer credit evaluation is subject to audit and reevaluation.
9. Transfer credit should be received at least three weeks prior to registration.

Articulation Process for Transfer Credit

1. The transfer articulation process is how the college grants credit for courses Snow College students have completed at other institutions. Proper transfer articulation relies less on how a decision will affect a particular student and more on how a decision will affect all students and the integrity of a Snow College education.
2. It is the student's responsibility to order an **official** transcript from the previous institution(s) and provide any Course Descriptions or "Master Course Content Syllabi with Outcomes" that might be required to process the transcript. As a courtesy to our students, the Transfer Articulation Specialist will research the necessary information to complete evaluations and determine course equivalency. However, if the information is not easily located, the student will be asked to provide it.
3. Transcripts are generally processed on a first-come, first-served basis. However, transcripts from another Utah Institution of Higher Learning may be given priority. A transcript sent electronically is typically received within 2 to 3 business days. A transcript sent by mail can take up to 2 weeks depending on the mail service and where it originated. Most transcripts are articulated, and credits posted within 3 to 4 business days of receipt depending on volume and whether courses need to be evaluated by the department. If a transcript needs to be sent for evaluation, the process of posting the credit may take 2 weeks or longer. Students should check their Degree Works (<https://dwdashboard.snow.edu/>) page to see how their transfer credit has been applied.
4. A transfer credit appeal can be made when the student believes that a course transferred from another institution should be articulated

differently. This appeal should be submitted by the student to the Transfer Articulation Specialist or the Registrar and may require the inclusion of the original course syllabi. The course(s) in question may also need to be sent for evaluation to the applicable department. An appeal should be made within one year of when the transfer credit was first posted or within one year of the end of the first semester for which the student was registered (whichever comes second). Exceptions to the one-year deadline may be considered by the Registrar. After the appeal is approved it will be processed within 1-8 weeks. No appeals will be granted after a degree is awarded.

Transfer Students Requiring Completed General Education Certification

Any Utah System of Higher Education (USHE) institution shall consider its General Education requirements completed by transfer students who have completed the General Education requirements of any other USHE institution. Upon request by transferring students, a sending institution shall provide certification when students have fully completed its General Education requirements.

International Transcripts

Students who have earned credit at a foreign post-secondary institution may be eligible for transfer credit. International transcripts must be evaluated by an approved foreign credential evaluation company. Snow College's preferred evaluation company is TEC - The Evaluation Company (<https://spanside.my.salesforce-sites.com/SpantranApplication?Id=a467d28e-7b2f-40c0-b232-9df9c38a2d7f>). If you have already had your international transcript evaluated by a foreign credential company, please contact the Registrar's Office at 435-283-7230. Only courses that are equivalent to Snow College's general education courses and direct equivalencies to a student's specific program of choice will be accepted toward a degree. Granting elective credit may be handled on a case-by-case basis. Select TEC - The Evaluation Company (<https://spanside.my.salesforce-sites.com/SpantranApplication?Id=a467d28e-7b2f-40c0-b232-9df9c38a2d7f>) to start your evaluation.