

Senate App 2/4/97  
96-5

UWUCC  
1-14-97

**PROPOSAL TO ESTABLISH A PROCESS FOR GRANTING CREDIT  
FOR COURSES COMPLETED AT NON-REGIONALLY ACCREDITED SCHOOLS  
IN THE UNITED STATES**

It is IUP policy to accept academic credits in transfer solely from regionally accredited institutions. Over the years, however, a few IUP academic departments have developed agreements with schools which offer noncredit courses of sufficient quality in appropriate subject areas to warrant the award of college credit. The schools are as follows:

Art Institute of Pittsburgh  
Fashion Institute of Technology of New York  
IUP Academy of Culinary Arts  
Hobe Sound Bible College

While departmental faculty members were involved in evaluating the courses and the deans of the appropriate colleges gave approval, there is no established process or guidelines to insure the academic integrity of future agreements.

**Procedure for Existing Agreements**

Rather than discontinue current agreements at this time, they should be documented and kept on file in the Transfer Credit Evaluation Office for reference. The agreements will be examined along with the regularly scheduled program reviews and when there are significant changes in curriculum.

**Procedure for New Agreements**

1. The department chairperson and the dean of the college determine the feasibility of awarding credit for work completed at a specialized school. If favorable, the department curriculum committee is charged to prepare a proposal.
2. The department curriculum committee reviews course content, instructor credentials, professional accreditation, student success, library holdings, and other indicators of quality of the school/program. The committee consults with the IUP Transfer Credit Evaluation Office and other related offices as appropriate.
3. The department curriculum committee submits the proposal to the college curriculum committee for approval, then to the dean of the college. The dean then presents the proposal to the Council of Deans for approval.
4. Finally, the proposal is submitted to the University-wide Undergraduate Curriculum Committee for approval as an undergraduate curriculum revision.

## **Guidelines**

- 1. The award of academic credit for transfer should be limited to schools and institutions that provide specialized training related to IUP programs. Therefore, unless liberal studies courses were completed in the same program as specialized training, they shall not be accepted.**
- 2. No more than sixty credits awarded from specialized schools shall count toward an IUP degree.**
- 3. It shall not be necessary for the student to have completed the certificate or diploma at the specialized school before receiving transfer credit. Completion of one course shall be sufficient.**
- 4. Generally, credit is awarded for instruction that approximates courses appearing in the IUP catalog. Additional credit may be awarded for instruction that meets IUP standards and is related to departmental offerings even though a comparable course is not listed in the IUP catalog. In such cases, transfer credit shall be shown on the IUP academic record with the departmental prefix and 000 instead of a number (i.e. EN 000).**
- 5. The award of credit will remain on the student's academic record even though the student changes major.**
- 6. It shall be the responsibility of the department proposing the transfer agreement to consult with relevant departments and deans to insure that transfer credit will satisfy Liberal Studies requirements where appropriate.**
- 7. Given that the curriculum of the specialized school may change over the years, the proposal shall indicate a date for review by the college curriculum committee. The review shall occur along with the regularly scheduled program reviews and when there are significant changes in curriculum.**

**Approved by Council of Deans  
January 7, 1997**

MAIL> extract tt:

From: GROVE::JLGRAY "Jim Gray" 5-SEP-1997 13:35:47.31  
To: GROVE::KUZNESKI  
CC: JLGRAY  
Subj: RE: Articulation Agreement

Jody,

I think I've messed up big time. I thought I responded to your May message early in the summer. But Nick Kolb asked today and I can't find any indication that I did respond. I'm sorry, and I wish I had an excuse.

APSCUF had two concerns, both of which I think I've mentioned to you. One is that students may transfer as many as 60 hours. Such a transfer would mean that students would, if effect, be treating unaccredited schools as if they were accredited community colleges. Would the curriculum committee be willing to considering reducing the number of hours which might be transferred.

The second problem is related. Second, the policy seems to permit a student in one department to get transfer credit for a course in another department; and the credit would remain, even if the student changed major. In this situation a department would lose control over what was acceptable as a transfer. And, since 60 hours are permitted, and the major department is very unlikely to accept 60 hours as transfer in the major, a goodly number of transfer hours would likely be transfer hours in Liberal Studies, but the department offering the Liberal Studies hours would not be involved in deciding whether they were appropriate or adequate. Would the curriculum committee be willing more specifically to provide departments with an opportunity to determine whether hours being transferred in that department are acceptable?

Jody,

I hope this helps. And I'm very sorry I've been so long responding.

Jim

copies of this email are included.

will need to attach this to the Art. Agreement and circulate to the full committee

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