

4.050

Incoming Transfer Students

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Evaluation of Prior Post-Secondary Credits

Students who have attended other post-secondary institutions must provide Mohave Community College with an OFFICIAL TRANSCRIPT of all work completed. In order to have these official transcripts evaluated by the Registrar's Office, the student must:

- Complete a MCC Admission Form
- Receive an official MCC ID number
- Have declared a degree program

The Office of the Registrar will evaluate transcripts to determine how much credit will be granted for transfer courses toward satisfying MCC degree and certificate requirements. Only courses with a "C" or better will be considered for transfer credit. Courses being evaluated for transfer to MCC that fall short of MCC's semester hour equivalents may not be eligible for transfer.

There is no time frame limit for transfer for any courses that are being used to satisfy an AGEC certificate, unless otherwise specified by the program. Science, health professions and skilled trades courses (other than Computer Information Systems related) taken ten or more years ago do not transfer without permission of the program director or department lead. Fire Science, Administration of Justice Studies, and Early Childhood Education courses taken five or more years ago do not transfer and must be retaken. Transfer credit for EMS students must be approved by the program director.

Transfer credits must have been acquired through a regionally accredited college or university, or listed in The Guide to the Evaluation of Educational Experiences in the Armed Services. If a student believes that a transcript evaluation should be re-assessed, the student must file a Re-evaluation Petition.

The Registrar has final authority in the decision of course transferability into an MCC certificate or degree program. If a student's cumulative GPA was below 2.0 at a previous college, he/she will be admitted to MCC on academic probation (refer to the section on Academic Standards).

Note: One-third of the credits needed to earn an associate's degree or a certificate of proficiency must be completed at MCC.

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References:

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Military Education and Training**

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Credit for Formal Military Education and Training

Mohave Community College complies with the transcript evaluation requirements of Title 38, CFR, Sections 21.4253(d)(3) which require Mohave Community College to make every effort to evaluate prior credit, grant credit as appropriate, notify the student of the evaluation, and shorten the program certified accordingly. Students may order official Joint Services Transcripts electronically, or may deliver a written record of previous courses taken, for placement into their student file. Students must then follow existing Transcript Evaluation Request Procedures as required by the Registrar's Office.

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Credit for industry certification and life experience certification

Mohave Community College's students come with a vast array of work experience and training, and MCC recognizes not all learning has resulted from traditional classroom attendance. The Prior Learning Assessment (PLA) process provides students with the opportunity to earn credit for learning outside the confines of a traditional classroom. This nontraditional learning is generally acquired through work experience, travel, workshop or conference participation, advanced high school courses, volunteer work, in-service training, adult or continuing education, recreational activities or hobbies, self-initiated reading and study, non-accredited course work, and involvement in professional organizations. Credit may be awarded for verifiable learning gained through experience – not for the experience itself.

The department faculty associated with the academic area in which the experience was gained determines credit for prior learning. The student must provide detailed information through a formal, professional, written portfolio, and a completed application form. The portfolio outlines, in-depth, the knowledge gained outside the college classroom and shows the relationship to college-level learning. Included in the portfolio should be any official certificates or licenses that have been issued to the student. Note: One-third of the credits needed to earn an associate's degree or a certificate of proficiency must be completed at MCC.

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International Students

Mohave Community College does not evaluate transcripts from institutions of higher learning outside of the United States. Students wishing to have credit from such sources applied to their degree/certificate at MCC must have their transcripts evaluated by a foreign education credential service. An official, sealed copy of the evaluation must be submitted directly from the credential service to MCC's Office of the Registrar. Final determination of transfer credit will then be made by that office. A list of providers can be found at the National Association of Credential Evaluation Services. The student is responsible for verifying that the company they plan to use is approved to perform comprehensive evaluations for transfer to U.S. regionally accredited institutions.

If a student has had his or her transcripts evaluated by another service, he or she should contact the Office of the Registrar to determine if that evaluation will be considered. All required documentation must be received by the appropriate deadline in order for an international student to be considered for admission into MCC. Acceptance into specific MCC programs (i.e. nursing, dental hygiene) does not constitute acceptance into MCC as an F-I Visa international student. This designation comes only from the Registrar's Office.

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References: