

TRANSFER CREDIT SERVICES FOR UNDERGRADUATE STUDENTS

Office of the Registrar May 16, 2018 Presentation begins at 5 pm MT registrar.athabascau.ca

Focused on the future of learning.

Introductions

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Agenda

- Transfer credit defined
- General introduction
- How do I apply?
- Education from outside Canada or North America
- Transfer Credit search site
- FAQs
- Contact us



Transfer credit - definition

Credit granted for the successful completion of post-secondary-level courses or programs that are completed at another recognized post-secondary institution towards a credential at Athabasca University.



Transfer Credit Evaluation

When you enrol in a program at AU, you can have your previous education evaluated for potential transfer credit into your AU program.



Choose Your Program

* Please choose your program including major or minor if available:

-- Select --

. .

Level of Education Completed

What level of education have you completed? (Check all that apply):

College / Vocational / Technical 🔅 R.N. Diploma

Some University

University Degree

* Are you currently enrolled in a program at another institution?

🕘 Yes 🔹 No

Transfer Credit Evaluation

* Would you like AU to evaluate your previous education for transfer credit?.

Note: There is a fee for this service.

Yes O No



Education History

Return to Apply Alberta

Please indicate which institution(s) you wish to include in your transfer credit evaluation, by clicking on the check box under Evaluate.

Automatic / Electronic	Transcripts will be automatically sent from these institutions.
Manual	You will need to contact these institutions to have official transcripts mailed directly to Athabasca University. For additional information, see <u>Transfer Credit Evaluations</u> .

Southern Alberta Institute of Technology (SAIT) Automatic/Electronic Computer Technology 2011-07-01

How should we contact you?

E-letters: Post messages on myAU portal (no charge) Learn more

Printed Letters: There is a one time fee for this service of \$10.00.



The personal information collected on this site and any other personal information collected and manitained as part of a student's record will be used for the purpose of admission, registration, itsuing income tas receipts, scholarships and awards, connectaing, scholar dockcore in metrial and information, and for university research and provincing. Centain personal information mill doub e disorder to Statistics Canada, and Revent Advanced Education to The metric reporting requirements, and by agreements to the Subardis Statistica Statistics Canada, and Revent Advanced Education in the metric mandates the programs and sources (setting the statistica Statistica) of the Revent Devent of the Statistic Canada (set Advanced Education in the metric mandates the programs and sources (setted by Akhatance University of the Process of Advanced Education of Statistics Canada (setting education) of the Processity of the Processi



AU, Canada's Open University, is an internationally recognized leader in online and distance learning. Questions? | myAU Student Portal Focused on the future of learning.

Office of the Registrar Online Services (OROS) page – applying for Transfer Credit Evaluation



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understand of Colorador	Education History
Undergraduate Calendar Undergraduate Student Handbook	Please note: For each institution you wish to include in your transfer credit evaluation, you must arrange for official transcripts to be sent directly to: Athabasca University, Admission and Evaluations Services, Office of the Registrar. We will evaluate all
onder Bradate Stadent Handbook	post-secondary course work completed within Canada and the United States. Additional supporting documentation may also be required. See more about transfer credit evaluations.
Graduate Calendar	be required, deciriore doode <u>autoper stream e tentoriento</u> .
Glossary of Terms	Institution Browse
	Start Date: Month 🕤 Year 💿
	Credential: Credential Received?
	Clear Entry
	Institution Browse
	Start Date: Month 🕤 Year 🖸
	Credential: Credential Received?
	Clear Entry
	Institution Browse
	Start Date: Month 😌 Year 😋
	Credential: Credential Received?
	Clear Entry

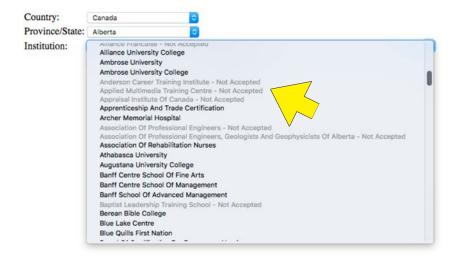
Education History



Institution LOV

athabascau.ca/oros/jsp/institutionLOV.jsp

Please choose the country of the institution, state/province of the institution (for Canada or USA only), then the institution



Choosing Institutions



Contact Institutions for Transcripts

- It is your responsibility to have your transcripts sent directly from your previous institutions to AU.
- Contact your past schools to find out how to order transcripts.



Education from Outside Canada/U.S.

You must obtain a course-by-course evaluation of post-secondary course work from an international assessment agency. There are additional fees for assessment services. Acceptable assessment agencies can be found through:

Alliance of Credential Evaluation Services of Canada www.canalliance.org

National Association of Credential Evaluation Services

www.naces.org



Acceptable Canadian Assessment Agencies for International Qualifications

IQAS (www.alberta.ca/iqas-overview.aspx) International Qualifications Assessment Service ICES (https://www.bcit.ca/ices/) International Credential Evaluations Service CES (learn.utoronto.ca/ces) Comparative Education Service ICAS (www.icascanada.ca) International Credential Assessment Service of Canada WES (www.wes.org/ca) World Education Services



Transfer Credit Evaluation Timeline

- The timeline for evaluation completion is the time it takes from when AU has received all of the transcripts, supporting documents, and required fees.
- It can take 4 to 6 weeks to complete your evaluation once we have all these documents.



open. online. everywhere.

Completion

UNDERGRADUATE Admission, Registration and Evaluation CALENDAR UNDERGRADUATE CALENDAR > ADMISSION, REGISTRATION AND EVALUATION > EVALUATIONS AND TRANSFER CREDIT > TIMELINE FOR EVALUATION COMPLETION Undergraduate Calendar Home **Evaluations and Transfer Credit** General Information 3.2.4 Timeline for Evaluation Completion Student Support Services Admission, Registration Evaluations take time. When Transfer Credit Services receives all the transcripts, and Evaluation supporting documents, and required fees, your evaluation request enters a Admission queue. It can take from six (6) to eight (8) weeks to complete your evaluation. If additional information is required, or AU is experiencing high volumes of **Evaluations and Transfer Credit** requests, it may take longer. In addition to official transcripts, supporting documentation, such as course and program descriptions, may be required Block Transfer Credit/College Diploma from the sending institution. Procedure Failure to provide this information when it is requested will impede the evaluation process. When the evaluation is complete, you will be notified what **Foreign Transcript Evaluations** transfer credit has been awarded and how it applies to your program of study. **Timeline for Evaluation**

Current processing time: 4 weeks

http://calendar.athabascau.ca/undergrad/current/ adm-reg-eval/eval-timeline.php

Related Links

- Office of the Registrar
- Transfer Credit Search
- Register for a course



					# Home
Student Home	Student Services	Community	Library	Student Help	
lecome					
My Courses		Message	e Centre		
Introduction to Structures (APST240) <u>Course</u> Grades			Centre delivers er to My Course	administrative messages from AU to all students. s.	. For specific course-related
Syllabus Student Support		MESSAGE			DATE
Nutrition for Health (NUTR331) Completed - NUTR331 has completed (2017-06-30T00:00:00-06). Course Contine Exam Grades Syllabus Student Support		Financial Aid Fundir are be If fund	 Course Regis ng approval is divident of the second se	bly for <u>Student Financial Assistance</u> and submit th <u>stration Plan</u> four months in advance of the desire ue no later than one month prior to the start date, ectly from the funding. ce, you will be required to contact your Financial <i>I</i> pocket by the registration deadline or to request a	d start date. , if the tuition fees Aid Advisor to remit

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Athabasca University 2017-2018 Exams Holiday Hours

investigating learning implications following a concussion.

AUSU User Guide to know if you are eligible.

Welcome to Electronic Letters (e-letters)

EDEE Acrobat Doodor from Adobala Moheita

My Letters

Letter Delivery Method

Letters

Free subscription to Lynda.com for AUSU members. Please log in here for access. Please see the 2017-Aug-31

Have you ever experienced a concussion? If so, you are invited to participate in a research project 2017-Aug-23

Please select the e-letter you wish to view. To view e-letters, you must have Acrobat Reader. You can download the

We strongly encourage you to visit the Undergraduate Student Orientation. This is a valuable

online resource to help you guide your way through AU's various services and processes.

Show your AU pride! Visit our revamped online store for new AU branded merchandise.

This feature gives you the option to view certain letters online. What are e-letters?

Your letter delivery method is set to e-letters: What does this mean?

If you want to receive printed letters by mail, you may disable e-letters.

Home C+ Logout

DATE 2017-Nov-20

2017-Oct-18

2015-Oct-6

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Athabasca University

Student Record

When you enter personal information into an AU web form as part of a secure web transaction, your information is encrypted using standard http secure (https://) Internet protocol. However, remember to log out before leaving your computer. Anyone with access to your computer will have access to your account as long as the connection is still active and AU can not be held responsible.

Change Your Program Note: Before changing your program please contact an Advisor to discuss any

change your program

Manage Your Courses

- Register in a Course
- Apply for a Course Extension
- Withdraw from a Course
- Request an Exam
- Complete a Tutor-Marked Exercise Form (DOC)

implications this may have on your program standing.

- Check Your Course Status

Manage Your Program

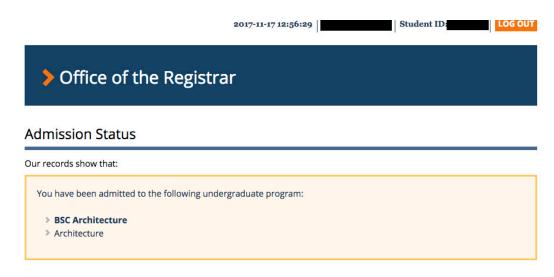
Transfer Credit DegreeWorks

myAU:

Check Your Program Admission Status

- Check Your Grades

- Apply to Challenge a Course for Credit (PDF)



Requested Items

Description	Institution	Received Date
Official Transcript	University Of Alberta	2014-SEP-30
Official Transcript	Royal Architectural Institute Of Canada	2016-FEB-11
Official Transcript	Macewan University	2017-APR-28

Transfer Credit

Your transfer credit evaluation is now complete. Click Transfer Credit on the left navigation bar to see the results.

Checking status of application: myAU > Check Your Program Admission Status



Student ID: LOG OUT

print view

Athabasca University

Office of the Registrar

Tasks

General	
Home	
Help	
Log out	
Change Password	

Admission

Graduate Application

Change Program

Transfer Credit Search

Courses

Course Availability Course Registration Course Extension Course Withdrawal

Request Exam

Student Record

Admission Status

Contact Preferences

Electronic Letters

Grades

Transfer Credit

If you have any questions regarding the assessment results please contact a student advisor.

Student ID:
Name:
Program: BSC Architecture
Architecture

U of AB

Attendance Period: 1993-1998 UG

Transfe	er Course	es		Athabasca Equivalents				
Term	Subject	Course	Description	Subject	Course	Description	Credits	Area of Study
199806	ANTHR	101	•	ANTH	2XX	Extra to Degree	0	ArtsSocial Science
199806	BACH	ARTS	Bachelor of Arts					
199806	C LIT	100B		ENGL	2XX	Extra to Degree	0	ArtsHumanities
199806	C LIT	201		ENGL	зхх	Extra to Degree	0	ArtsHumanities

Transfer Credit awarded



Notification of Evaluation

Transfer Credit Services will notify you by email when your assessment is complete and tell you where you can access the results.





Student Home Student Services	Community Library Student Help
/elcome	
My Courses	Message Centre
Introduction to Structures (APST240) <u>Course</u> Grades	The Message Centre delivers administrative messages from AU to all students. For specific course-related messages, refer to My Courses.
Syllabus Student Support	MESSAGE DATE
Nutrition for Health (NUTR331) > Completed - NUTR331 has completed (2017-06-30T00:00:00-06). > Course	We advise all students to apply for <u>Student Financial Assistance</u> and submit their <u>Student Financial Aid – Course Registration Plan</u> four months in advance of the desired start date. Funding approval is due no later than one month prior to the start date, if the tuition fees
Online Exam Grades Syllabus Student Support	 are being remitted directly from the funding. If funding is not in place, you will be required to contact your Financial Aid Advisor to remit the tuition fees out of pocket by the registration deadline or to request an alternate start date.
	Athabasca University 2017-2018 Exams Holiday Hours 2017-Oct-18
Student Record	Free subscription to Lynda.com for AUSU members. Please log in here for access. Please see the 2017-Aug-31 AUSU User Guide to know if you are eligible.
Vhen you enter personal information into an AU web form as part of a secure web transaction, your information is ncrypted using standard http secure (https://) Internet protocol. However, remember to log out before leaving yo	Have you ever experienced a concussion? If so, you are <u>invited to participate in a research project</u> 2017-Aug-23 investigating learning implications following a concussion.
omputer. Anyone with access to your computer will have access to your account as long as the connection is still clive and AU can not be held responsible.	We strongly encourage you to visit the <u>Undergraduate Student Orientation</u> . This is a valuable online resource to help you guide your way through AU's various services and processes.
anage Your Courses	Show your AU pride! Visit our revamped online store for new AU branded merchandise.
Register in a Course Apply for a Course Extension Withdraw from a Course Request an Exam Complete a Tutor-Marked Exercise Form (DOC)	My Letters
Check Your Course Status	Welcome to Electronic Letters (e-letters)
<u>Check Your Grades</u> <u>Apply to Challenge a Course for Credit (PDF)</u>	This feature gives you the option to view certain letters online. What are e-letters?
anage Your Program	Letter Delivery Method
> Change Your Program Note: Before changing your program please contact an Advisor to discuss any	Your letter delivery method is set to e-letters: What does this mean?
implications this may have on your program standing.	If you want to receive printed letters by mail, you may disable e-letters.
> DegreeWorks	Please select the e-letter you wish to view. To view e-letters, you must have Acrobat Reader. You can download the FREE Acrobat Reader from Adobe's Website.
myAU > DegreeWorks	Athaba University



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and a success	Complete		Nearly complete	ses in progres	@	Any Course/Any Level		n Prog	
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			n residency. You currently	have 24,					
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DegreeWorks

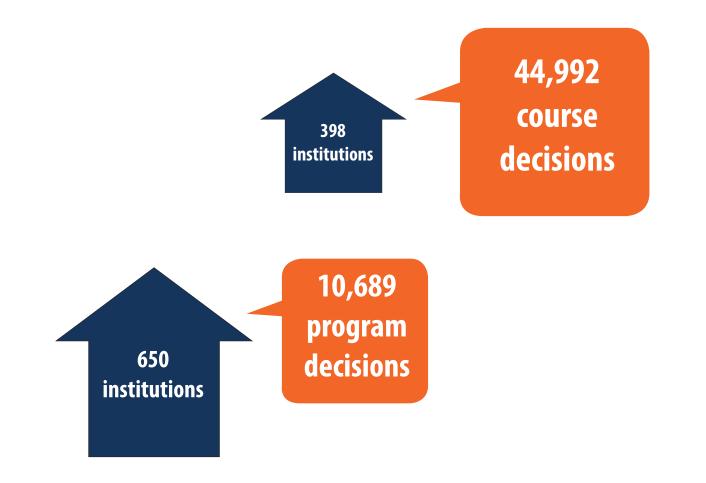


Kinds of transfer

Course-by-course: depending on your program, transfer credit evaluations can result in course-by-course transfer credit, meaning certain courses that you have taken are accepted as transfer credit into your program.

Block: College diplomas and other credentials may be accepted as blocks of transfer credit toward AU programs.





Decisions are recorded by course (course-by-course) and by program (block) in our transfer credit database.



I took a course al another institution want to see how it transfers to AU	and OR? anothe want to	a program at er institution and to see how it ers to AU	Find the equivalents for an AU course at other institutions	Transfer Help More on <u>how transfer works</u> and <u>how to get help</u> .
ansfer credit serv	ce allows you to find out	t how your previous edu	cation could be assessed as credit to	wards Athabasca University program
earch by Course	Search by Program	Search by Equivalency		
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Select Institution			0	
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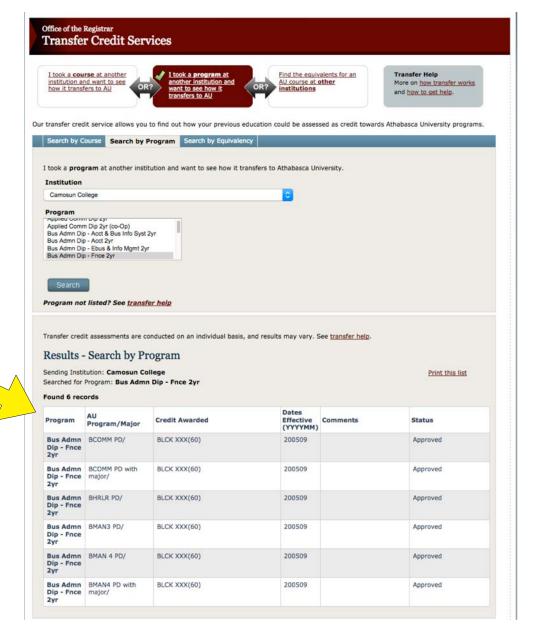
Transfer Credit Services search site: https://secure3.athabascau.ca/tcas/



another		I took a program at another institution and want to see how it transfers to AU	OR? Find the equit AU course at institutions		Transfer Help More on <u>how transfer works</u> and <u>how to get help</u> .
transfer cr	edit service allows yo	ou to find out how your previous	education could be asses	sed as credit towar	ds Athabasca University programs
Search b	y Course Search b	by Program Search by Equivaler	ncy		
		to take a course at another insti	tution and want to see h	ow it transfers to A	Athabasca University.
Carleton L					
Course					
BUSI 2505 BUSI 2505 BUSI 2701	- Essentials of business - Business Finance - Business Finance II D - Fund of International - Acct for Busi Combina	Bus		1	
BUSI 3005	- Taxation I				
Searcl		fer help			
Searci Course no	n t listed? See <u>trans</u> t	fer help urse at another institution you are	e strongly encouraged to	obtain a <u>Letter of</u>	<u>Permission</u> . Transfer credit
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Search Course no f you are p issessmen Results Sending In Searched fi	t listed? See transf blanning to take a col ts are conducted on a s - Search by (stitution: Carleton L or Course: BUSI 300	urse at another institution you are an individual basis, and results m COULTSE Jniversity			

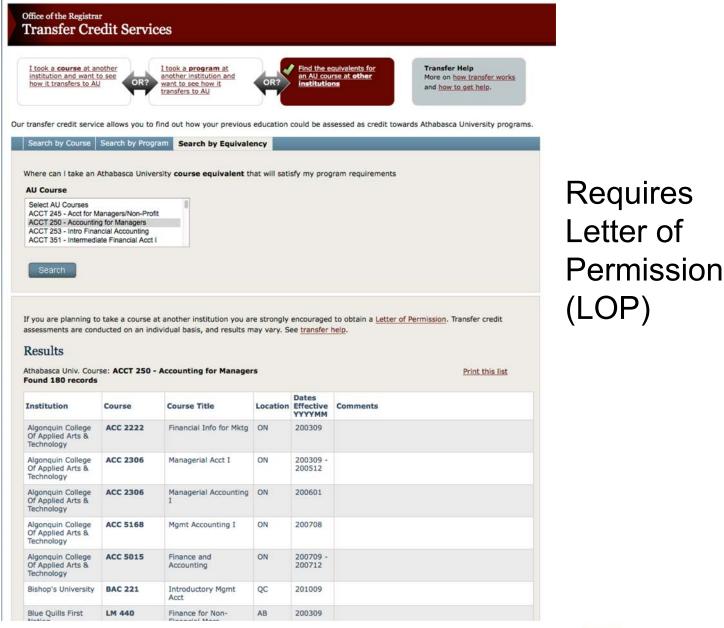
Search by Course: Carleton University





Search by Program: Camosun College





Search by Equivalency: ACCT 250



Provincial Transfer Guides

- Alberta Council on Admissions and Transfer (ACAT) <u>https://acat.alberta.ca/</u>
- Transfer Alberta
 <u>http://transferalberta.alberta.ca/</u>
- British Columbia Council on Admissions and Transfer (BCCAT) <u>http://www.bccat.ca/</u>
- BCTransfer Guide
 <u>http://www.bctransferguide.ca/</u>



FAQs

- Did you get my transcript?
- Can I still take a course while waiting for my evaluations?
- Why didn't I get transfer credit for...?
- What if I disagree with the results of my evaluation?
- Who do I talk to if I need help selecting courses?
- What is the difference between Transfer Credit and PLAR?



Did you get my transcript?

- Consider postal delivery times
- Check your admission status page. If after reviewing this page, you still have questions, please contact:

Enrolment Services at <u>enrol@athabascau.ca</u>



Can I still take a course while waiting for an evaluation?

Yes, but choose wisely. If your course duplicates course work already completed, you can only receive credit for one of the courses.

Advising Services: <u>http://advising.athabascau.ca/contact_us.php</u>



Why didn't I get transfer credit for...?

- Institution acceptance (or not acceptance)
- Course not equivalent
- Program Regulations
 - Maximum credits allowed
 - Stale dating regulations
- These are the most common, but not exclusive, reasons.

Contact: <u>eval@athabascau.ca</u>



What if I disagree with the results of my evaluation?

Contact <u>eval@athabascau.ca</u> first.

The Evaluations Unit will help you understand your results. If after speaking to them, you still think you have substantive grounds for appeal you can submit an appeal using the online form:

https://secure3.athabascau.ca/inter/appeals



Who do I talk to if I need help selecting courses?

Contact our Academic Advisors: 1-800-788-9041

Or via the online form found on the website at:

http://advising.athabascau.ca/contact_us.php



What is the difference between Transfer Credit and Prior Learning Assessment and Recognition (PLAR)?

Transfer credit: awarded for the completion of post-secondary level courses or programs.

PLAR: recognition of learning that you have acquired from life experience, job training, workshops, seminars or other experience.

http://priorlearning.athabascau.ca/index.php



Important Links

- Office of the Registrar: <u>http://registrar.athabascau.ca</u>
- myAU: <u>http://my.athabascau.ca</u> (transfer credit awarded, admission status, DegreeWorks)
- AU Academic Calendar: <u>http://calendar.athabascau.ca</u>
- Transfer Credit Services Search: <u>https://secure3.athabascau.ca/tcas/</u>
- Undergraduate Transfer Credit Policy: <u>http://ous.athabascau.ca/policy/registry/ugtransfercredit.pdf</u>
- Graduate Transfer Credit Policy: <u>http://ous.athabascau.ca/policy/registry/gradtransfer.pdf</u>
- ACAT: <u>http://acat.gov.ab.ca</u>
- Transfer Alberta: <u>http://transferalberta.alberta.ca/</u>
- BCCAT: <u>http://www.bccat.ca</u>
- BCTransfer Guide: <u>http://www.bctransferguide.ca/</u>
- Advising Services: <u>http://advising.athabascau.ca/contact_us.php</u>
- Office of the Registrar Online Appeals Form: <u>https://secure3.athabascau.ca/inter/appeals</u>
- Student Code of Conduct and Right to Appeals Regulations:
 <u>http://calendar.athabascau.ca/undergrad/current/student-code/index.php</u>
- Alliance of Credential Evaluation Services of Canada <u>www.canalliance.org</u>
- National Association of Credential Evaluation Services <u>www.naces.org</u>
- IQAS: International Qualifications Assessment Service <u>www.alberta.ca/iqas-overview.aspx</u>
- ICES: International Credential Evaluations Service <u>https://www.bcit.ca/ices</u>
- CES: Comparative Education Service <u>https://learn.utoronto.ca/ces</u>
- ICAS: International Credential Assessment Service of Canada <u>www.icascanada.ca</u>
- WES: World Education Services <u>www.wes.org/ca</u>
- Prior Learning Assessment and Recognition (PLAR) <u>http://priorlearning.athabascau.ca/index.php</u>



Who to contact? Further Questions?

Evaluations Unit, Office of the Registrar: <u>eval@athabascau.ca</u>

Enrolment Services, Office of the Registrar: <u>enrol@athabascau.ca</u>

Advising Services, Learner Support Services: http://advising.athabascau.ca/contact_us.php

Presentation: <u>http://registrar.athabascau.ca/orientation/</u> <u>webinars/index.php</u>

