# Introduction

A recent U.S. Government Accountability Office (2017) report, [Higher Education: Students Need More Information to Help Reduce Challenges in Transferring College Credits](https://www.gao.gov/assets/690/686530.pdf), found students lost an estimated 43 percent of their credits on average upon transferring. Increasing time to degree adds to students cost and threatens their ability to persist. Awarding general, elective, or “transfer” credit rather than determining a course equivalency often leaves students with “excess” credit that does not apply to the degree.

# Common Transfer Terminology

* Sending Institution is the institution where the students enrolled in the course and where the course is completed.
* Receiving Institution is the institution where the students is transferring the credit.
* Direct Credit are courses that articulate as Subject/Number from sending institution to Subject/Number at receiving institution (i.e.  SOC 101 = SOCL 115).  Direct credit equivalencies provide clarity to students and advisors because they can clearly see how SOCL 115 applies to program requirements.
* Direct credit is preferred when the course is intended to apply to program requirements.  There are reasons why a course cannot be a direct equivalent, most notably when no such course exists at the receiving institution. In this case, clear information about how the course applies to the degree program is helpful.
* General, Elective, Departmental Credit are courses that articulate as Subject/Number from sending institution to general, elective, or departmental credit at the receiving institution (i.e. SOC 101 = SOCL GEN). General, Elective or Departmental Credit is confusing to students because it is unclear how the course applies to program requirements.

# Transfer Credit Evaluation Resources

Two recent publications focus on best practices in awarding transfer credit. The American Association of Collegiate Registrars and Admissions Officers share several recommends in the 2017 publication, [A Guide to Best Practices: Awarding Transfer and Prior Learning Credit](https://www.aacrao.org/docs/default-source/trending-topic-docs/transfer/guide-to-best-practices.pdf?sfvrsn=4820bb55_4). In addition, the [British Columbia Council on Admissions and Transfer](http://bccat.ca/pubs/Learning_Outcomes_and_Credit_Transfer_Feb2014.pdf) prepared a special report in 2014 on the topic learning outcomes and the articulation of credit between institutions.

# Course Equivalency Matrices

The course equivalency matrices report how courses transfer from community colleges to universities using data available in the [Michigan Transfer Network](file:///C:\Users\EOrians\Dropbox\Michigan%20Center%20for%20Student%20Success\4%20-%20State%20Policy\Transfer\MTN%20and%20Degree%20Pathways%20Appropriation\3%20-%20Transfer%20Pathways\Transfer%20Pathways%20Summit\Faculty%20Packet\michigantransfernetwork.org) (MTN). The matrices were shared with transfer liaisons for institutional review and adapted as necessary based on their feedback. They are presented to inform the discussion as faculty groups consider a set of required, recommended or optional courses commonly required in the first two years of the program.

## Reading the matrices

There is one sheet per single course content area and report how courses transfer from community colleges to universities. The rows across the top designate the course department and number at each participating university. The left columns provide the same information for community colleges. The multi-colored boxes communicate what is currently reported in the MTN. The cells report how the course transfers to the receiving institution. The legend below describes the color coding.

|  |  |
| --- | --- |
| LEGEND | |
|  | The university accepts this course as a direct equivalency from the community college. |
|  | The equivalency is a direct equivalency, but not what is expected. |
|  | The university does not accept this course as a direct equivalency from the community college. |
| (white) | No information about this course equivalency is available in the Michigan Transfer Network |

# Course Equivalency Worksheet (Universities)

Universities should use this worksheet to identify the courses and community colleges where direct equivalencies are not established. Use the course equivalency matrices to find the community colleges with no direct equivalency, then use this worksheet to note which community colleges you need to work with.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Course 1: | Course 2: | Course 3: | Course 4: | Course 5: | Course 6: |
| Alpena Community College |  |  |  |  |  |  |
| Bay College |  |  |  |  |  |  |
| Delta College |  |  |  |  |  |  |
| Glen Oaks Community College |  |  |  |  |  |  |
| Gogebic Community College |  |  |  |  |  |  |
| Grand Rapids Community College |  |  |  |  |  |  |
| Henry Ford College |  |  |  |  |  |  |
| Jackson College |  |  |  |  |  |  |
| Kalamazoo Valley Community College |  |  |  |  |  |  |
| Kellogg Community College |  |  |  |  |  |  |
| Kirtland Community College |  |  |  |  |  |  |
| Lake Michigan College |  |  |  |  |  |  |
| Lansing Community College |  |  |  |  |  |  |
| Macomb Community College |  |  |  |  |  |  |
| Mid Michigan Community College |  |  |  |  |  |  |
| Monroe County Community College |  |  |  |  |  |  |
| Montcalm Community College |  |  |  |  |  |  |
| Mott Community College |  |  |  |  |  |  |
| Muskegon Community College |  |  |  |  |  |  |
| North Central Michigan College |  |  |  |  |  |  |
| Northwestern Michigan College |  |  |  |  |  |  |
| Oakland Community College |  |  |  |  |  |  |
| Schoolcraft College |  |  |  |  |  |  |
| Southwestern Michigan College |  |  |  |  |  |  |
| St. Clair County Community College |  |  |  |  |  |  |
| Washtenaw Community College |  |  |  |  |  |  |
| Wayne Co. Community College District |  |  |  |  |  |  |
| West Shore Community College |  |  |  |  |  |  |

# Course Equivalency Worksheet (community colleges)

Community colleges should use this worksheet to identify the courses and universities with whom you need to work with create direct equivalencies. Use the course equivalency matrices to find the universities with elective, departmental or general credit, then use this worksheet to note which universities you need to work with.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Course 1: | Course 2: | Course 3: | Course 4: | Course 5: | Course 6: |
| Alma College |  |  |  |  |  |  |
| Aquinas College |  |  |  |  |  |  |
| Baker College |  |  |  |  |  |  |
| Central Michigan University |  |  |  |  |  |  |
| Cornerstone University |  |  |  |  |  |  |
| Davenport University |  |  |  |  |  |  |
| Eastern Michigan University |  |  |  |  |  |  |
| Ferris State University |  |  |  |  |  |  |
| Grand Valley State University |  |  |  |  |  |  |
| Lake Superior State University |  |  |  |  |  |  |
| Lawrence Technological University |  |  |  |  |  |  |
| Michigan State University |  |  |  |  |  |  |
| Michigan Technological University |  |  |  |  |  |  |
| Northern Michigan University |  |  |  |  |  |  |
| Oakland University |  |  |  |  |  |  |
| Olivet College |  |  |  |  |  |  |
| Rochester College |  |  |  |  |  |  |
| Siena Heights University |  |  |  |  |  |  |
| Saginaw Valley State University |  |  |  |  |  |  |
| University of Detroit Mercy |  |  |  |  |  |  |
| University of Michigan-Ann Arbor |  |  |  |  |  |  |
| University of Michigan-Dearborn |  |  |  |  |  |  |
| University of Michigan-Flint |  |  |  |  |  |  |
| Walsh College |  |  |  |  |  |  |
| Wayne State University |  |  |  |  |  |  |
| Western Michigan University |  |  |  |  |  |  |