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Policy Book

Office of the Registrar
Bureau du secrétaire général

VU

MEMORANDUM

TO: Members of the Committee
on Admissions, Promotions
and Requests

FROM: J. Porter, Registrar

RE: Policy on the Transfer of
Course Credits

DATE: September 3, 1993

NOTE DE SERVICE

AUX: Membres du Comité des
admissions, promotions et
requêtes

DE: J. Porter, Secrétaire
général

OBJET: Règlement général relatif au
transfert de crédits

DATE: le 3 septembre 1993

The attached Policy on the Transfer of
Course Credits will be put forward at our
meeting on Monday, September 13, 1993.

Please call me if you have any questions.

Jack Porter

JP:ld

Encl.

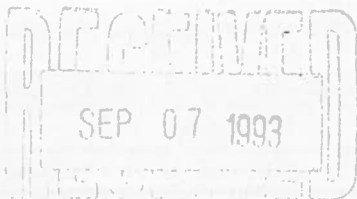
Ci-joint le Règlement général relatif au
transfert de crédits. Cet item sera inclus
à l'ordre du jour de l'assemblée régulière
du Comité des A.P.R. du 13 septembre
prochain.

Je vous prie de m'appeler si vous avez des
questions à ce sujet.

Jack Porter

JP:ld

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**REPORT OF THE COMMITTEE ON ADMISSIONS, PROMOTIONS AND REQUESTS
To the Regular October 1993 Meeting of Senate**

FOR ACTION

The Committee on Admissions, Promotions and Requests recommends

that Senate approve the following **general policy on the transfer of course credits** and that this statement be included in the Laurentian University calendar.

General Policy on the Transfer of Course Credits

To facilitate programme completion by undergraduate students seeking to transfer course credit from one Ontario university to another, Laurentian University agrees to implement the following principles:

- (1) Acceptance of transfer credits from Ontario universities shall be based on the recognition that, while learning experiences may differ in a variety of ways, their substance may be virtually equivalent in terms of their content and rigour. Insofar as possible, acceptance of transfer should allow for the maximum recognition of previous learning experience in university-level courses;
- (2) Any course offered for credit by other Ontario universities shall be accepted for credit by Laurentian University when there is virtual equivalency in course content.

BACKGROUND INFORMATION AND RATIONALE

In November 1991 the Minister of Universities and Colleges requested the Council of Ontario Universities to prepare a report on the transfer of credit among Ontario universities. This request was referred to the group of Vice-Presidents: Academic, who designated Dr. Donald N. Baker (Wilfrid Laurier University) to coordinate the development of the report and recommendations. Dr. Tom Collins (University of Western Ontario), Dr. Ross Rudolph (York University) and Dr. Paul Cappon were the other members of the working group.

Dr. Baker's report was unanimously endorsed by the Vice-Presidents (Academic) Group in November 1992, and it was returned to COU for distribution to Executive Heads and the Chairs of the Ontario Universities Registrars Association (OURA), the Council of Deans of Arts and Sciences (CDAS) and the Ontario Universities Council on Admissions (OUCA), for comment.

At its meeting of 26 February 1993, the Executive Committee of COU discussed the final version of Dr. Baker's report along with the summary of responses to the document submitted by the universities and OUCA. The Executive Committee agreed to forward the report, with its recommendations to Council for approval in principle, with the exception of a clause which called for the "inclusion of the transferred grade into the grade point average of the student in the receiving institution".

Many institutional respondents expressed concern about certain details and features of the document, especially in regard to the practical difficulties of realizing its recommendations and to the impact of its principles upon the existing policies and practices of their institutions. In recommending the report to Council, the Executive Committee indicated the need for further work on the details of the recommendations toward future application. It therefore suggested that Council meet this concern by striking an Implementation Committee on Transfer Credit.

At its meeting of 2 April 1993, Council approved the recommendations contained in the Baker Report and the establishment of an Implementation Committee, broadly representative of the essential constituencies affected, to continue further study towards resolution of the questions of application expressed in institutional comments.

The recommendations contained in the Baker report are intended to provide a workable format for transfer among Ontario universities. They are based on these assumptions: (a) that the universities should first attempt to regulate the flow of transfer credits among them without the participation of government; (b) that the commitment of the universities to salient principles governing the transfer of credit will resolve many issues; and (c) that a standing committee representing the institutions and dedicated to transfer policy matters will provide sufficient coordination to translate fine words into effective actions.

The **General Policy on the Transfer of Course Credits** stated above is intended to commit Ontario universities to two important principles. The statement is not intended to alter admissions standards, enrolment limits, or course requirements for any program, but only to ensure that when students are admitted with transfer credits they receive appropriate credit for prior learning experiences in university-level courses. Students would not be required to repeat previous learning experiences in which competency has been demonstrated.

It was felt that courses given for credit on one campus in a state-funded system must be given credit on all other campuses in the system (albeit leaving the equivalency factor for the individual institution to sort out). The fairest way to assessing credit transfer requests is to apply the principle of "virtual equivalency". Virtual equivalency means that where there is substantial similarity in content or skills demanded, but not exact parallelism, transfer credit will be granted.

Printing this statement in the University Calendar will provide students with grater clarity about the policies governing conditions underlying the transfer of course credit.

D.S. Joblin
CHAIRMAN

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