

Credit Transfer Policy and Process University of Ottawa

ONTransfer.ca Day
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Institutional Credit Transfer Policies

Canadian college students

- **General policy**

- up to 30 course units (1 academic year) of advanced standing granted to Canadian college students who have completed at least two years of full-time study in the same college program
 - advanced standing is evaluated by Admissions Office and relevant academic units and is included in the offer of admission
- Formal articulation agreements with some Ontario colleges allow for greater advanced standing
Ex.: Music (39, 45 or 51 units); Digital Journalism and Public Relations (60 units)

Institutional Credit Transfer Policies

Canadian university students

- **General policy**
 - minimum of at least 60% in courses that meet the requirements of the program
 - advanced standing evaluated once student has accepted offer of admission
- **University Credit Transfer Consortium** (McMaster, Ottawa, Queen's, Guelph, Toronto, Waterloo and Western)
 - course-to-course equivalencies granted for over 20 first and second-year courses completed with a minimum grade of 60%

Academic Regulations on Credit Transfer

- Academic regulation on credit transfer for courses completed at Canadian universities (official agreements or letter of permission) and as part of international exchange programs
- Academic regulation on prior-learning recognition for professional experience, workplace training, non-credited courses, etc.; maximum of 30 units (1 academic year) granted
- Academic regulation on residence requirements – 50% of the program units must be completed at UO

Pathway Development Process

- Process for developing formal credit transfer pathways/ articulation agreements is usually initiated by requests from colleges, not by UO academic units
- 17 formal pathway agreements, 8 programs, 4 college partners
- College Transfer Program at the Telfer School of Management (2014)
 - designed for all college transfer students
 - streamlines the admission process for transfer students
 - personalized course sequence to be completed at UO based on college program completed (15, 30 or 45 advanced standing units granted)

Pathway Development Process

- Complex process/governance structure for developing and approving college-university articulation agreements, involving several different sectors
 - **Office of Vice-Provost, Academic Affairs:** liaison between college or university partners and UO faculties/academic units; supports faculties in the pathway development process; responsible for program quality assurance
 - **Faculties/academic units:** examine potential collaborations, analyze relevant documentation, connect with college counterparts, establish and approve transfer models and advanced standing granted
 - **Registrar's Office:** applies advanced standing upon admission of college students

Pathway Development Process

UO is currently working on identifying ways to improve this process to increase collaborations and formal articulation agreements, by reviewing:

- the governance structure involved
- the guiding principles for developing formal transfer agreements
- the student experience of transfer students