

---

---

# UH - Hilo Academic Affairs

---

---

## UH-Hilo Transfer Credit Policy

Academic Policy 4-2005

Effective: November 29, 2005

Supersedes: N/A

UHH will accept for transfer all courses successfully completed at any College or University in the United States which is accredited by its regional accrediting body (e.g. WASC) or which is recognized and approved by the Ministry of Education in a foreign country, so long as the courses satisfy the following criteria:

- ✓ The course is at the baccalaureate level; within the UH System, this means that the course is at the 100 level or above
- ✓ The student has earned a "C-" (1.70) or higher on a course from outside the UH System
- ✓ The student has earned a "D" (1.0) or higher on a course from within the UH System.
- ✓ The course is not a credit for life experience.

A course which has a discipline designation at the originating campus that corresponds to a discipline designation at UHH will be transferred as course work in that discipline (e.g. Anthropology courses taken elsewhere will transfer as Anthropology).

If the transferred course has substantially the same course title and course description as a course at UHH, or where a departmental articulation agreement so indicates, the course will be deemed to be equivalent to the UHH course. Transfer evaluators will contact the appropriate Academic Department or Dean's office if there is a question as to the equivalence of courses.

If there is no course equivalent at UHH, courses will be transferred as [Discipline] lower division or [Discipline] upper division. Where lower division courses in the discipline are accepted in fulfillment of the distribution requirement in General Education, lower division transfer courses in that discipline will be deemed to fulfill the same requirement.

A course which has a discipline designation at the originating campus which does not correspond to a discipline designation at UHH but for which the course title and description indicates that it fulfills a General Education or Graduation requirement (e.g. Humanities 102; Ecology 206) will be entered into the student's record as fulfilling that requirement.

Departments will determine whether any transfer course does or does not fulfill any major/minor/certificate requirement, except where there is a clear equivalence between the transfer course and a UHH course. Transfer students will be advised to see the Chair of their major/minor/certificate department for evaluation of any course that does not transfer as equivalent to a UHH course but which the student believes should satisfy a major/minor/certificate requirement.

A lower division transfer course for which the title and course description clearly indicates that the course's content is world cultures will be deemed to count toward the World Cultures section of General Education at UHH. (e.g. Great Religions of the World; World Music). Transfer evaluators will contact the appropriate Dean's office if there is a question as to whether the course satisfies the World Cultures requirement in General Education.

A courses will be designated as "elective" if it neither carries a UHH discipline designation nor appears from the title and course description to fulfill any UHH general education requirement.

The transfer evaluation provided to the student at the beginning of the student's matriculation at UHH will be entered into the student's record and will not normally be subject to revision unless specific errors are found (e.g. misidentifying the number of credits for a course or giving a student credit for the same course taken at UHH and also transferred from another institution) or unless the student requests and is granted a Modification by the Chair of the Department in the case of a requirement in the major/minor/certificate or the appropriate Dean's office in the case of a General Education or Graduation requirement.