

TRANSFER CREDIT & ARTICULATION AGREEMENTS

Transfer Credit Policy

- The institution must be fully accredited by a regional accrediting agency approved by the U.S. Department of Education.
- The course must be comparable in content and academic level to courses offered at Washington College.
- Except for Direct Transfer students (see below) who have completed their A.A. or A.S.,
 - a. Transfer credit is only accepted for courses where a final grade of “C-” or higher is earned; and
 - b. Courses taken Pass/Fail at another institution are not considered for transfer credit.
- Except for Direct Transfer students who have completed their A.A or A.S, the W2 General Education Requirement may not be met with transfer credit.
- Transfer evaluations for new-entering students are completed by select Faculty.
- Transfer students transferring in 28 or more credits are exempt from taking FYS 101 First-Year Seminar. First-time college students transferring in 28 or more hours of advanced placement or dual enrollment credit are required to take FYS 101 First-Year Seminar.
- Students must complete 24 of the last 32 credits in residence at Washington College or in a Washington College-administered program.

WC does not award transfer credit equivalency for life- or work-related experience. Students seeking such transfer credit may consider taking a College Level Examination Program (CLEP) (p. 3) exam offered by The College Board, which the College does accept as equivalent to courses from its curriculum.

To receive transfer credit for a course taken at another college or university, students should consult their faculty advisor and then secure pre-approval for the proposed course(s) from the Department Chair(s) who offer a similar course. Students may have to provide a course description or syllabus for the course(s). Each department sets its own transfer credit policies regarding approval for transfer courses taught online or in other non-traditional formats. To approve a course for transfer credit, the department chair must sign the Transfer Credit Request Form (https://www.washcoll.edu/people_departments/offices/registrar/student-forms.php), provided by the student. Students must return the signed Transfer Credit Request Form to the Registrar’s Office before enrolling in the course.

Students may need to apply for admission to the another college or university where they intend to take the transfer course(s). If needed, the Registrar’s Office can write a “letter of good standing” to the other institution stating that the student has permission to take outside courses. To request such a letter, the student should send a request to registrar@washcoll.edu.

At the completion of the course, students must request an official transcript from the other college or university be sent directly to the Registrar’s Office. Transfer credit is not posted on the student’s Washington College transcript until the Registrar’s Office has received both the completed Transfer Credit Request Form and the official transcript from the other college or university.

Grades from transfer courses do not factor into the calculation of a student’s cumulative WC GPA, nor will the final grade(s) from the transfer course(s) appear on the student’s WC transcript. Students may not use a transfer course to replace a passing grade and credits previously earned at WC. Students may transfer a course to replace a course required for graduation (major, minor, or distribution) provided that the grade earned at WC was an “F” (failing) grade, but the original grade will not change the cumulative GPA.

Transfer Students

To earn a degree at Washington College, no more than 72 credit hours of the total credits required for the degree may be met with transfer credits. Therefore, a minimum of 56 credits must be earned at WC, or in a Washington College-administered program.

Direct Transfer: Transfer students with a completed A.A. or A.S. degree from any Maryland community college, or another community college with whom Washington College has a “Direct Transfer” agreement, are granted junior standing upon matriculation. These students have all General Education requirements met, including W1 and W2, with the exception of the foreign language requirement.

Transfer students from colleges with whom Washington College does not have a “Direct Transfer” agreement, even though the students may hold an associate degree, have their coursework evaluated and are granted appropriate transfer credit.

Flexible Transfer Curriculum

Students who are admitted to WC with 28 or more approved transfer credits from regionally accredited institutions are allowed the following flexible General Education Distribution requirements.

1. The W1 & W2 Writing Requirement may be met with:
 - a. Freshman Composition I and Freshman Composition II
2. The Natural Science requirement may be met with:
 - a. Two natural sciences courses, one must include a lab.
3. The Quantitative requirement may be met with:

- a. Statistics
 - b. Calculus,
 - c. Logic, **OR**
 - d. Music Theory courses.
 - e. College algebra, pre-calculus, and similar courses may apply toward a WC degree, under the TRN code, but do not complete the WC Quantitative requirement.
4. The Humanities & Fine Arts requirement maybe met with:
 - a. Three courses from three different humanities subjects, (except for PHL 108 Logic).
 - b. Three courses in different Fine Art subjects (except for courses equivalent to MUS 131, 132, 231).
 - c. Public Speaking courses which count as Humanities Distribution
 5. The Social Science requirement may be met with:
 - a. 100-, 200-, or 300- level History courses
 - b. 100-, 200-, or 300- level Political Science courses.
 - c. 100-, 200-, or 300- level Psychology courses.
 - d. 100-, 200-, or 300- level Sociology courses.
 - e. Criminal justice (theory courses are acceptable; however, applied courses like arrest processing or similar do not count toward the requirement)
 - f. Three courses from different Social Science subjects.

Advanced Standing

Washington College may grant credit up to 32 credit hours for advanced standing upon a student's entrance into the College. Department chairs review the examinations offered by The College Board (CLEP) (p. 3), International Baccalaureate (IB) (p. 3), and Cambridge International Examinations (CIE) (p. 4), in consultation with the faculty in their department, to determine the number of credits and the WC course equivalency that should be offered to entering students with high exam scores. *More information about Washington College's Advanced Standing policies is available on the Registrar's Office website.*

Advanced standing credit does not exempt students from FYS 101 First-Year Seminar.

Advanced Standing credits are Advanced Placement (AP), International Baccalaureate (IB), Cambridge International Examination (CIE) earned while in high school. Washington College accepts scores from these three examinations according to the requirements listed below. While these scores are typically sent as part of the Admissions process, current students may request to have these scores sent to the Registrar's office by contacting the exam organization directly. The **maximum number of credit hours allowable** via advanced standing is 32 credits.

AP Exam	Score	WC Equivalent	Distribution Area
Art History	4, 5	ART 105	Fine Arts
Art Studio	5	Subject to portfolio review by the A + Fine Arts AH Department	
Biology	4	BIO 112	Natural Science
Biology	5	BIO 111, BIO 112	Natural Science
Calculus AB	4,5	MAT 111	Quantitative Studies
Calculus BC	4,5	MAT 111, MAT 112	Quantitative Studies
Calc AB Subscore	4,5	MAT 111	Quantitative Studies
Chemistry	5	CHE 111, CHE 112	Natural Science
Economics – Macro	4,5	ECN 111	Social Science
Economics – Micro	4,5	ECN 112	Social Science
English Language or Literature (beginning fall 2016)	4,5	ENG 101	Humanities
Environmental Science	4,5	ENV 101	Does not satisfy distribution
German Language / Literature	4,5	GRS 201, GRS 202	Foreign Language
Government / Politics – U.S.	4,5	POL 102	Social Science
History – European	4,5	HIS 203, HIS 204	Social Science
History – U.S.	4,5	HIS 201, HIS 202	Social Science
History – World	4,5	HIS 205, HIS 206	Social Science
Human Geography	4,5	ANT 194	Does not satisfy Distribution
Music Theory	4	MUS 131	Quantitative Studies

Music Theory	4,5	MUS 131 & may receive credit for MUS 132 upon instructor approval	Quantitative Studies
Physics 1	4,5	PHY 101	Natural Science
Physics 2	4,5	PHY 102	Natural Science
Physics C – Elec. / Magn.	4,5	PHY 112	Natural Science
Physics C – Mechanics	4,5	PHY 111	Natural Science
Spanish Language / Literature	4,5	HPS 201, HPS 202	Foreign Language
Statistics	4,5	MAT 109	Quantitative Studies

Students who complete the International Baccalaureate (IB) curriculum during high school should submit an IB transcript or certificate of completion to substantiate their final exam grades. Only scores of 5, 6, or 7 on the Higher Level test are considered by Washington College for advanced standing equivalency.

The list below only represents the IB High Level tests for which students entering Washington College have sought credit equivalency in the past. Students who have taken a test that does not appear on the list below should contact the Registrar for more information about possible advanced standing.

IB Exam	Score	WC Equivalent	Distribution Area
Biology HL	6,7	BIO 111, BIO 112	NSQ
Chemistry HL	5 or higher	CHE 194, CHE 220	NSQ
English HL	5, 6	ENG 211	HFA
English HL	y	ENG 211, ENG 212	HFA
Psychology HL	5, 6	PSY 112	SSC
Psychology HL	7	PSY 111, PSY 112	SSC
Spanish B HL	5, 6	HPS 201	Foreign Language
Spanish B HL	7	HPS 201, HPS 202	Foreign Language
U.S. History HL	5, 6	HIS 201	SSC
U.S. History HL	7	HIS 201, HIS 202	SSC

CLEP (College Level Examination Program) exams are normally used by adults who have been out of school for some time, veterans, or those who have never taken college-level work, but have acquired a solid background through their own broad experiences and efforts. Most Departments require a minimum score of 50% or higher on CLEP exams to establish a baseline of competency-based knowledge in the subject.

CLEP Exam	Score	WC Equivalent	Distribution Area
American Government	55 or higher	POL 102	SSC
American Literature	55-65	ENG 210	HFA
American Literature	66 or higher	ENG 209 & ENG 210	HFA
Biology	50 or higher	BIO 100	NSQ
Chemistry	65 or higher	CHE 194, CHE 220	NSQ
Educational Psychology	70 or higher	EDU 252	SSC
English Literature	55-65	ENG 208	HFA
English Literature	66 or higher	ENG 208, ENG 209	HFA
Financial Accounting	50 or higher	BUS 112	Not Gen-Ed
French Language	55-65	FRS 201	Foreign Language
French Language	66 or higher	FRS 201, FRS 202	Foreign Language
German Language	55-65	GRS 201	Foreign Language
German Language	66 or higher	GRS 201, GRS 202	Foreign Language
Intro to Business Law	50 or higher	BUS 303	Not Gen-Ed
Macroeconomics	55 or higher	BUS 303	SSC
Microeconomics	55 or higher	ECN 112	SSC
Principles of Marketing	50 or higher	BUS 111	Not Gen-Ed
Principles of Management	50 or higher	BUS 302	Not Gen-Ed
Sociology	55 or higher	SOC 101	SSC
Spanish Language	55-65	HPS 201	Foreign Language
Spanish Language	66 or higher	HPS 201, HPS 202	Foreign Language
U.S. History	55 or higher	HIS 201	SSC

U.S. History II	55 or higher	HIS 202	SSC
Western Civilizations I	55 or higher	HIS 205 or HIS 206	SSC
Western Civilizations II	55 or higher	HIS 203 or HIS 204	SSC

Cambridge International Examinations (CIE) Students who complete the CIE curriculum (A- or AS-levels) during high school are welcome to submit a CIE transcript or certificate of completion to substantiate their coursework in this program. Students should contact the Registrar for more information about possible advanced standing.