

Statement on the evaluation and application of transfer courses to CALs

The underlying goals that guide CALs evaluation and application of student transfer work are twofold:

- a. To ensure transfer students have the same opportunity as other ISU students to achieve the College's core student learning outcomes as well as the learning outcomes of the students' curricula.
- b. To determine to the best of our ability whether or not students have sufficient background knowledge to enable them to be successful in subsequent courses they will take.

To that end, the process for evaluation and application of transfer courses follows:

- a. The Iowa State University Admissions Office in consultation with ISU departments when necessary determines if a student's transfer work is college level and if it has a direct equivalent at Iowa State University.
- b. When a transfer course is judged to be a direct equivalent to an ISU course and when the grade for that course is at a satisfactory level, the course is applied just as the ISU equivalent course is applied to CALs curricula.
- c. When a transfer course is judged to be college level but does not have a direct ISU equivalent, the Admissions Office will give it a generic designator in the ISU department closest to its subject matter.
- d. For courses judged not to have a direct ISU equivalent, an adviser in the student's curriculum will utilize, course title, catalog description, syllabus if available, conversations with the student, the joint services transcript, community college of the Air Force transcript, or other available resources to determine if the course will meet the two goals listed above.
- e. If the course can be judged to meet the two goals, it may be substituted for a required course in the curriculum. Otherwise, the course will be applied as an unrestricted elective and may contribute to the total credit hours required for the curriculum.