



INDIANA UNIVERSITY

OFFICE OF THE EXECUTIVE VICE PRESIDENT FOR UNIVERSITY ACADEMIC AFFAIRS

University Transfer Office

Certifying and Updating an Institution Not Previously Regionally Accredited

12-16-2020

This document offers guidance for certifying and updating transcripts received by previously non-regionally accredited or unknown accredited institutions.

IU RECOMMENDED PRACTICES

Upon receiving a transcript from a previously non-regionally accredited institution or US institution in which credit has not been evaluated by the IU campus previously, the IU campus Office of Admissions should do the following:

- 1) Notify University Transfer Office uto@iu.edu for awareness and notation.
- 2) Work with Campus Admissions to verify accreditation status before acceptance.
 - a) Consult the Higher Learning Commission([HLC](#)) website for institution accreditation status
 - b) Consult, US regionally accreditation source, Council for Higher Education Accreditation ([CHEA](#))
 - c) Consult optional sources for example [CollegeSource website](#) and note the following:

Other Optional Verification Source - *Note the regionally and accreditation status date listed.*

Example:

INSTITUTIONAL ACCREDITATION				* denotes estimated start date
ACCREDITOR HIGHER LEARNING COMMISSION	STATUS Accredited since (*06/01/1969)	NEXT REVIEW DATE 08/31/2029	REGIONAL ✓	

- 3) If the institution **is regionally accredited** *and* the credit being considered was **completed on or after** the official date of accreditation, the credit **can** be used for course-to-course evaluation. This evaluation must use parameters set forth in the [IU Transfer Credit Standards](#) and campus evaluation procedures.
 - a) When [creating a rule](#) for the articulated course(s), the effective date of the rule may **not be earlier** than the official date of national accreditation.
- 4) If the institution **is not** regionally accredited *and* the credit being considered was **not** completed on or after the official date of accreditation, the coursework still **cannot** be considered for IU course-to-course evaluation. Student may still consult major advisor for use of credit as prior learning, according to university guidance and policy. The student record however, must identify:
 - a) The institutional accreditation status (i.e. non-regionally accredited),
 - b) The reported official accreditation date (or lack thereof),
 - c) The affected transfer coursework and
 - d) Any additional information collected, for transparency and rationale, regarding limited or lack-of course-to-course articulation.

*If you have any questions or concerns with this guidance document,
contact the UTO at uto@iu.edu.*

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