



INDIANA UNIVERSITY

OFFICE OF THE EXECUTIVE VICE PRESIDENT
FOR UNIVERSITY ACADEMIC AFFAIRS

University Transfer Office

Version Date: 08-06-2019

STATEWIDE TRANSFER GENERAL EDUCATION CORE (STGEC) and TRANSFER SINGLE ARTICULATION PATHWAYS (TSAP) MILESTONE TRANSCRIPT NOTATION

This document is to assist Transfer Specialists, and anyone else, in understanding and processing transcripts with the STGEC and TSAP milestones. Listed below is some general information regarding what the milestones are and how they were created. This document also shows the guidelines and expectations of students who have received the milestones. Finally, there are different examples listed of how the milestones are shown on transcripts from other institutions and how to process the credit. This information should provide a better understanding of the STGEC and TSAP milestones and how we interpret them for the student's benefit.

SUMMARY: The State of Indiana, in collaboration with the state higher education institutions, defined a set of statewide competencies where learning outcomes for the competencies were agreed upon by the Statewide Leadership Team. There are a total "core" of 30 credit hours noted on transcripts as a milestone once satisfactorily accomplished. The notation is either stated as the Statewide Transfer General Education Core or STGEC milestone.

STGEC six competencies:

1. Written Communication
2. Speaking and Listening
3. Quantitative Reasoning
4. Scientific Ways of Knowing
5. Social and Behavioral Ways of Knowing
6. Humanistic and Artistic Ways of Knowing

STGEC GUIDELINES: There are [guidelines](#) to follow, but there can also be some exceptions. When processing a student's record, look for the following:

- Each STGEC must have at least 3 credit hours in each of the 6 competencies, equaling 18 credit hours. The remaining 12 are determined by the institution.
- A minimum GPA of 2.0 for 30 hours of courses within the STGEC is required for satisfactory completion. The 30 credit hours will apply toward satisfying the transfer student's degree requirements **no matter the major**.
- Successful completion of the STGEC requirements is not a guarantee of admission.
- The STGEC **does not** change any requirements for a major or other degree objectives. If any course within the STGEC is a requirement for a major or other degree objective at the receiving institution and does not meet the grade requirement for the major or licensure requirement, the receiving institution may require the student to repeat or take the course.

- It is critical that students work closely with their academic advisors to determine what relationship, if any, exists between requirements for general education and requirements for a specific major and/or other degree objectives.
- Dual credit and AP exams count toward general education coursework and will be recognized as a part of the STGEC.

- [Indiana Code excerpt](#):

IC 21-42-3-5 Statewide transfer general education core

Sec. 5. (a) After May 15, 2013, an individual who has satisfactorily completed the statewide transfer general education core at a state educational institution, as indicated on the individual's official transcript, may not be required to complete additional courses in the statewide transfer general education core at the state educational institution to which the individual transfers, regardless of whether the individual has received an associate degree or the delivery method of the statewide transfer general education core the individual completed.

(b) If an individual does not complete the statewide transfer general education core of a state educational institution before transferring to another state educational institution, the individual must complete the statewide transfer general education core required by the state educational institution to which the individual has transferred. The state educational institution to which the individual has transferred shall award credit to the individual for courses the individual has satisfactorily completed, based on the course to course equivalencies of the core transfer library established under [IC 21-42-5](#).

(c) An individual who holds an associate of arts or associate of science degree approved by the commission who is admitted to a four (4) year state educational institution is considered to have met at least thirty (30) semester credit hours of the state educational institution's general education requirement.

TSAP GUIDELINES: There are [guidelines](#) and [fast facts](#) to follow, but there can be some exceptions. When processing a student's record, look for the following:

- TSAP is, at its core, an advising tool to guide the student to completion of the degree within a specified pathway and timeframe.
- There is not a 60 credit hour block that is transferred in, but rather a requirement that 60 credits be recorded as counting toward the completion of the baccalaureate degree. Within those 60 credits, courses are included to satisfy the STGEC and any other negotiated coursework contained in the TSAP associate degree, which may also include elective coursework if there is room within the degree requirements.
- While course-to-course articulations will apply just as in any other transfer case, the difference for TSAP students is that their requirements for years three and four are specified and may include fewer on-campus major requirements than a student enrolled for all four years at the baccalaureate-granting campus.
- STGEC, CTL, and TSAP major coursework should be recorded on the student transcript as transfer credit and remain consistent with the articulation rules. Any other credit would be recorded according to articulation rules (or as undistributed electives) consistent with campus practices.
- Total credits from the TSAP associate degree should be at least 60 credits, and the total credits required for the TSAP baccalaureate degree should not exceed 60 credits, for a total of 120 credits.
- If a student, at the time of application, presents a transcript indicating that the TSAP associate degree is "in progress" rather than complete, the recommendation is that they

be advised in their first semester of coursework as if it is completed in order to protect against the unnecessary duplication of coursework. If, by the time the student must register for the second semester, he/she cannot provide a final transcript indicating that the TSAP is “complete,” then that student would fall out of the TSAP guarantees and be advised based on course-to-course articulations, no longer considered a TSAP student. The STGEC milestone may still apply, if complete. Note that it is possible that such a student could still structure a baccalaureate degree very much like the TSAP degree map, but the guarantees would not apply.

- Regarding low grades:
 - It is useful to note that, while the requirement to graduate with a TSAP associate degree specifies a minimum GPA of 2.0, it does not guarantee admission to the baccalaureate TSAP degree program. It is likely that a student with a grade deficit in more than a single course will not be admitted to four-year campus and/or program. If there are more courses that a student will be required to retake, this should be considered as an admission factor, especially if there is limited flexibility to replace such coursework for electives.
 - A course with a grade minimum would be specified within the major requirements. For example, in some scientific and business majors, a grade of C or better is required in Finite Math. While a C- may satisfy the STGEC requirement at the two-year college, it may not satisfy the prerequisite requirement for the baccalaureate degree (or even admission to the program). Similar scenarios may also exist for English Composition, particularly within the humanities degrees.
 - For courses within the STGEC, if the certifying campus (the two-year campus in this case) indicates that the STGEC is satisfied on their campus, then it must be accepted intact. It is possible for one campus to require minimum grades in each course, while another may require a minimum GPA across the STGEC courses. A low-grade course may be required to be retaken only if a minimum grade in that course is a requirement for the baccalaureate major.
 - For courses within the major that are satisfied within the TSAP associate degree, the same as above may apply. In the ideal implementation of the TSAPs, however, minimum grade requirements would have been part of the negotiation of the TSAP plan, and a student should not come to the four-year campus needing to retake major coursework.
 - While retaking low-grade courses may add to the number of credits necessary at the four-year campus, it is possible that the student can still complete the baccalaureate degree within the standard four-semester time frame. This may require elective replacement or a heavier semester credit load and should be part of the advising process.

EXAMPLES: Each institution has its own way of showing milestones on transcripts, but there is a common theme and notation to look for.

STGEC Milestone:

Here are a list of examples for the most common transcripts seen at IU. Most of the institutions have *Indiana STGEC Completed* listed on the transcript, but Vincennes University is a little different, so take special notice there.

Ivy Tech Community College of Indiana:

Spring 2017
Indiana STGEC Completed
ARTH 110 Art Appreciation
EDUC 230 The Exceptional Child
MATH 123 Quantitative Reasoning
SCIN 111 Physical Science
Ehrs: 12.00 GPA-Hrs: 12.00 QPts:

Ball State University:

GENERAL TRANSCRIPT INFORMATION
INDIANA STGEC COMPLETED
NOT CURRENTLY REGISTERED 08/17/2017 R

Purdue University:

Campus: West Lafayette
Major: Chemical Engineering
Events: Indiana STGEC Completed
Degree Awarded: BS in Chemical Engineering 06-MAY-2017
Primary Degree
Program: Chemical Engr-BSE
College: School of Chemical Engineering
Campus: West Lafayette
Major: Chemical Engineering

Vincennes University:

This transcript is a little different than the others because they have the STGEC listed as the major.

Vincennes University
Academic Record

Student ID: _____ Date of Birth _____

Record of: _____

Current Name: _____

Issued To: Provost Review

Course Level: Undergraduate
High School: South Knox High School 24-MAY-2014

Current Program:
Major : Theatre Arts/Acting

Degrees Awarded: Associate in Arts 06-MAY-2016
Primary Degree:
Major : Theatre Arts/Acting
Theatre Arts/Acting

Degrees Awarded: Certificate of Graduation 06-MAY-2016
Primary Degree:
Major : Statewide Transfer Gen Ed Core
Statewide Transfer Gen Ed Core

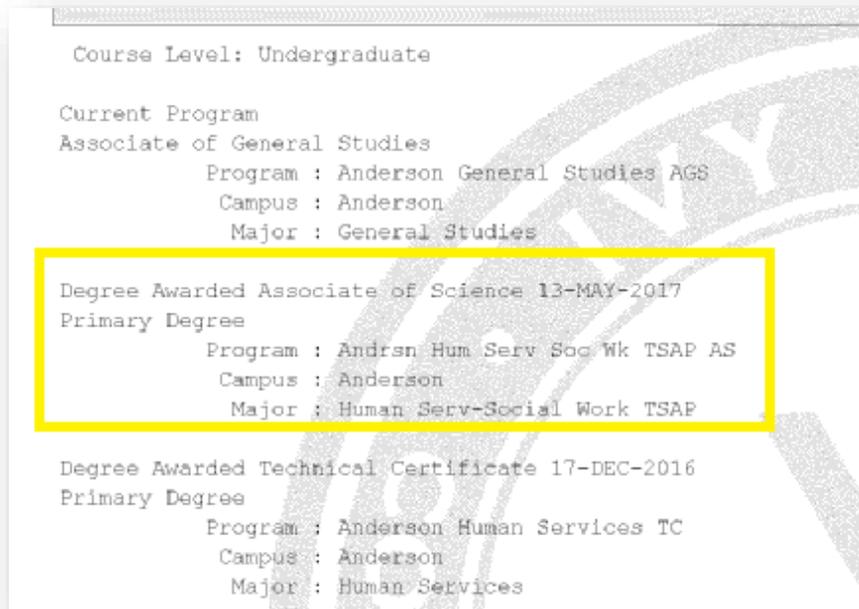
SUBJ	NC.	COURSE TITLE	CRED	GRD	R
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Degrees Awarded: Certificate of Graduation 04-MAY-2018
Primary Degree:
Major : Statewide Transfer Gen Ed Core
Inst. Honors: Magna Cum Laude

TSAP Milestone:

TSAP's come from either Ivy Tech or Vincennes and are noted on the transcripts slightly differently. To confirm that a student has achieved the milestone, a date has to be shown.

Ivy Tech Community College of Indiana:



Vincennes University:

Degree Information:
Degrees Awarded: Associate in Science 05-MAY-2017

Primary Degree:
Major:
Business Administration TSAP
Inst. Honors:
Magna Cum Laude

Degree Information:
Degrees Awarded: Certificate of Graduation 05-MAY-2017

Course Level: Undergraduate
High School: Mitchell High School 27-MAY-2016

Current Program:
Major : Social Work TSAP

Degrees Awarded: Associate in Science 04-MAY-2018
Primary Degree:
Major : Social Work TSAP
Inst. Honors: Magna Cum Laude

PROCESSING: The STGEC milestones are entered onto student records by USSS when the transcript shows that it is completed. If there is not a date associated with the STGEC completion, the transcript date will be entered. The TSAP milestones are entered into SIS as either being “In Progress” or “Completed.”

If the student’s transferable coursework does not total 30 credit hours for the STGEC milestone or 60 credit hours for the TSAP milestone, but the milestone is on the student’s record, the campus must update the transfer credit model via exception to include enough coursework to total the appropriate amount of credit hours. In Course Credits-Automated, on the Evaluator

Details tab, click the Edit Equivalent Course icon . Look up the proper Course ID, which would be the typical transfer credit course for this articulation. Select it to return to the screen. Update the official grade to “E*”, where the asterisk is the grade the student received in the course (e.g., a “D” is entered as “ED”).

[Favorites](#) | [Main Menu](#) > [Records and Enrollment](#) > [Transfer Credit Evaluation](#) > [Course Credits - Automated](#)

Equivalent Course Information

Incoming Course	
Term	2016 FALL
Course	MATH 191 Calculus/Analytic Geometry II
Units Taken	4.00
Grade Input	TD
Crse Level	Freshman

Equivalent Course

Course ID	030748	ANALYTIC GEOMETRY&CALCULUS II	<input type="button" value="Clear"/>
Offer Nbr	1	MATH 16600	
Grading Scheme	UGD	Undergraduate Grading Scheme	<input checked="" type="checkbox"/> Valid Attempt
Grading Basis	TRN	Transfer Grading Basis	<input checked="" type="checkbox"/> Earn Credit
Official Grade	ED	TRANSFERRED BY EXCEPTION	<input type="checkbox"/> Include in GPA
Units Transferred	4.000	Grd Pt/Unt 1.000	Units Att Yes
Repeat Code			
Designation			
<input checked="" type="checkbox"/> Include in FA WI Stats			

DELIVERABLES: To best serve transfer students, IU will award the appropriate amount and type of credit to meet general education requirements for students who transfer in with the STGEC or TSAP milestone. Exceptions can be made for students who received a low grade as long as their overall GPA is a 2.0 or above. Coursework taken at another campus or institution will count toward general education requirements or the milestone based on the home campus's articulation rules and its general education requirements.

This guide shows what the STGEC and TSAP milestones are and how they were was created, what they look like on transcripts, and how they should be processed. As a state mandate, it is required that students be processed according to these guidelines and procedures. To better serve our students, any issues should be handled immediately, and the UTO is always available to help.

Additional information may be found in the [STGEC](#) and [TSAP](#) guidelines prepared by the Indiana Commission for Higher Education.

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