



INDIANA UNIVERSITY

OFFICE OF THE EXECUTIVE VICE PRESIDENT FOR UNIVERSITY ACADEMIC AFFAIRS

University Transfer Office

Policy Guidance on the Transfer of 100/200 Level Courses and on 300/400 Level Courses Transferred from “Associate’s Dominant” Institutions

November 13, 2017

Background

Occasional questions arise regarding lower division (100/200 level) courses and their capacity to satisfy upper division (300/400 level) courses of the same title. Generally, such articulation is unsupported by policy (ACA-56, below) *except* through curricular determination by the faculty within the department or discipline. In addition, further clarification is necessary with regard to the articulation of courses from “Associate’s Colleges,” as noted in policy ACA-82, below (and available in its entirety at the posted link) that may be applied at the 300/400 level.

1. Policy on Transfer Credit From an Associate’s College Applied to an Indiana University Baccalaureate Degree ([ACA-82](#)) *excerpted*

Except as described below, no more than 64 semester credit hours earned from Associate’s Colleges may be applied to any Indiana University baccalaureate degree system-wide and no new articulation agreements with Associate’s Colleges may exceed this limit. Additional credit hours may be transferred in but cannot be applied to a degree. Individual schools or campuses can choose to further limit the number of credits from an Associate’s College applicable to their baccalaureate degrees. Vincennes University will be considered an Associate’s College except in the areas for which it has accredited baccalaureate degrees. Existing articulation agreements with Associate’s Colleges that apply more than 64 credit hours to an Indiana University baccalaureate degree must be reviewed by the original parties to the agreement and brought into compliance with this policy by Fall Semester 2010.

2. Policy on Transfer of Credit Completed at the 100 and 200 Level ([ACA-56](#))

Credits earned at regionally accredited “associate’s colleges” (Carnegie Classification) and transferred for IU credit may not be recorded as equivalent to IU course credits at advanced (300/400) levels, or applied to degree requirements normally fulfilled only by advanced level course credits. Typically, lower level coursework at any regionally accredited undergraduate institution (100/200-level or like-numbered courses) cannot transfer as upper level coursework (300/400 level); however, disciplinary faculty or degree-granting departments may—in cases other than that of credit earned at associate’s colleges— use their own judgment in assigning transfer credit.

Effects of Policy

1. Maintains integrity of lower-division and upper-division expectations on academic rigor.
2. Places determinations on variants at the faculty/discipline level, thus maintaining the integrity of the degree.
3. Restricts the normal articulation of credits from Associate's Colleges to the total number of credits (64) generally required within the 2-year degree.

Definitions from the Carnegie Classification of Institutions of Higher Education

- Associate's Colleges: Institutions at which the highest level degree awarded is an associate's degree. The institutions are sorted into nine categories based on the intersection of two factors: disciplinary focus (transfer, career & technical or mixed) and dominant student type (traditional, nontraditional or mixed). Excludes Special Focus Institutions and Tribal Colleges.
 - Ivy Tech Community College classification: Associate's Colleges: Mixed Transfer/Career & Technical-High Nontraditional
- Baccalaureate/Associate's Colleges: Includes four-year colleges (by virtue of having at least one baccalaureate degree program) that conferred more than 50 percent of degrees at the associate's level. Excludes Special Focus Institutions, Tribal Colleges, and institutions that have sufficient master's or doctoral degrees to fall into those categories.
 - Vincennes university classification: Baccalaureate/Associate's Colleges: Associate's Dominant

Guidance on Policy Implementation

1. Unless articulation rules have already been established under the guidance of the disciplinary faculty, 100/200 level coursework from another baccalaureate-granting (including Associate's Dominant) college may not be transferred at the 300/400 level or be used to satisfy upper division baccalaureate degree requirements.
2. 100/200 level courses from Associate's Colleges (those offering the associate's degree as their highest academic credential) may not be counted as 300/400 level courses, or counted toward 300/400 level degree requirements.
3. On assessing 300/400 level coursework, transfer specialists may wish to refer to the Carnegie Classification institutional listing at www.carnegieclassifications.iu.edu.
 - a. "Baccalaureate/Associate's Colleges: Associate's Dominant" may be found at [this link](#).
 - b. "Baccalaureate/Associate's Colleges: Mixed Baccalaureate/Associate's" may be found at [this link](#).
4. Policy ACA-82 specifies the treatment of Vincennes University as an Associate's College with the exception of areas of accredited baccalaureate degree programs. While it may be reasonable to assert that an "Associate Dominant" institution would only offer 300/400 level courses only in the context of an approved baccalaureate degree, it is generally recommended that available degree programs at the articulating institution be verified when assessing courses for articulation. For reference, Vincennes University is currently approved to offer the following seven (7) baccalaureate degrees:
 - B.S. in Education - Special Education, Mild Intervention
 - B.A./B.S. in Secondary Education (Mathematics)

- B.S. in Secondary Education (Science)
 - B.S. in Technology
 - B.S. in Homeland Security and Public Safety
 - B.S. in Health Care Management
 - B.S. in Nursing
5. The acceptance of courses in transfer under this policy should not conflict with the requirement that courses are only accepted from regionally accredited colleges and universities.