

ATTENTION ALL STUDENTS

Students must officially request transfer credits through the Registrars' Office. Complete all information on this form and attach required documents. All documents issued in a foreign language must be officially translated in English.

DEFINITIONS

Transfer Credit

Transfer credit is defined as credit for a VCC course(s) and may be granted based on successful completion of similar post-secondary courses which overall, constitute equal content to course(s) at VCC. A student seeking transfer credit is required to produce the necessary documents (e.g., official transcripts of grades and detailed course outlines in english). To be eligible for a VCC certificate or diploma, students must complete at least 25% of the course credits for the credential at VCC.

Students must apply for transfer credit in a course(s), prior to the start of a program. Final approval for granting transfer credit rests with the Instructional Department. Transfer credits are eligible towards a program certificate, diploma or degree.

Please note: The awarding of transfer credit may reduce the number of courses required in a term, which may affect eligibility for financial assistance.