

To: University Faculty Council
From: Educational Policies Committee
Date: March 23, 1999
Subject: Inter-Campus Transfers at IU

Despite the frequency of Inter-Campus Transfers at IU [ICT], there is no smooth mechanism for handling such transfers, no established procedure for initiating ICT, and little information about the transferability of courses. Some ICTs have assumed that admission to one campus in the IU system is the equivalent to admission to any other campus. Others are bewildered when courses taken on one campus do not satisfy requirements in the same program on another campus.

There is clearly a need for structure and process, for offices on each campus where accurate and up-to-date information may be obtained, where advisors can find reliable information. Fortunately such desiderata can be met through existing offices which handle similar transfers.

Principles:

The EPC makes its recommendations according to certain principles which have acquired legitimacy through tradition or fiat:

1. Although, due to the Master Course List, certain courses bear the same number on each campus, the content of these courses may vary considerably depending upon the teacher's approach and the texts chosen. No course on any one campus can be assumed to be the equivalent of a course of the same number on another campus.
2. General education courses, essentially 100- and 200-level courses, should be transferable from campus to campus, though the specific equivalency will be determined by the destination campus.
3. Courses in the major field should be evaluated and accepted by that unit on the destination campus.
4. *Department and school residency requirements may necessitate the completion of additional hours beyond the normal minimal requirement.*

Procedures, Recommendations and Rationale:

1. ALL ICTS WILL APPLY FOR ADMISSION TO A PARTICULAR CAMPUS THROUGH THE ADMISSIONS OFFICE OF THAT CAMPUS WITHIN THE TIME-FRAME ESTABLISHED BY THE UNIVERSITY FOR ICTS.

Rationale:

- * Since the Admissions Office handles transfers from other colleges and universities, it is the logical place to handle ICTs.
- * Each Admissions Office should develop a list of equivalencies for basic courses from the other seven campuses. Such information would be available on the web to the student contemplating transfer to another campus and permit advisors on the home campus to judge the feasibility of such a transfer.
- * Upon acceptance to the destination campus, the Admissions Office will notify the student's home campus at the same time it notifies the ICT. A copy sent to the home campus will aid in tracking the student.

- * The student will inform both Admissions Offices of his decision to accept or refuse the ICT. (Alternatively, the student will accept or decline admission by notifying the Admissions Office on the destination campus; that office will in turn inform the home campus of the student's decision. Again, to permit the campuses to track the student).

2. THE MAJOR DEPARTMENT OR PROFESSIONAL SCHOOL WILL EVALUATE ALL COURSES TRANSFERRED TO THE STUDENT'S MAJOR.

Rationale:

- * The ICT is responsible for meeting all specific requirements for the major field as defined by that unit on the destination campus.
- * The content of a course taken on the home campus may not be acceptable to the destination campus, which could award undistributed credit for the course.
- * All decisions are non-binding precedents.

3. THE STUDENT MAY APPEAL COURSE DISTRIBUTION DECISIONS TO THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS ON THE DESTINATION CAMPUS.