

Acceptance of Graduate Credits

Applicants may transfer in no more than 6 credits from other regionally accredited institutions. The credits must be equivalent to the content offered in one of the required courses of the program. Transfer credits must be no more than 10 years old and the student must have earned a “B” or better.

All grades or score reports must be sent in an [official manner](#) directly from the issuing agency to Charter Oak State College.

Prior Learning/Portfolio/Credential Credit

Credits for Prior Learning (CPL), including portfolio or credential credit, awarded by a regionally accredited institution may be transferable for credit if the granting institution applies the same evaluation criteria as COSC faculty, is a member of the Consortium for Assessment of College Equivalence (CACE), or adheres to the Council for Adult and Experiential Learning (CAEL) standards for the assessment of prior learning. Transferability of CPL credit completed by another institution will be done on an individual student basis and is not guaranteed. Up to 6 CPL credits may be applied toward the graduate degree.

Transfer Credit Evaluation Course Appeal Procedure

Graduate students who believe that a transfer course has not been given a correct course equivalency during the evaluation process may submit a written request for review. The request should include the institution, prefix, and title of the specific course(s) along with the equivalency or requirement the student believes it should meet. A rationale for the request should be included along with supporting documentation (course description, syllabi, student learning outcomes). Requests will be reviewed by a transfer credit evaluator in the Registrar's Office and students will receive a response in writing. If a student is not satisfied with the outcome of the review by a transfer credit evaluator, they may appeal the decision in writing to the Provost or designee.

The appeal should contain the same information required for the initial review (see above) along with any additional explanations or arguments the student wishes to have considered. The Provost or designee will consider the appeal within 14 calendar days of receipt. In the deliberations, the Provost or designee will consult with subject matter experts. The Provost may affirm, reject, modify or adjust the transfer credit evaluation as deemed appropriate and will inform the student, in writing, of the College's decision. The decision of the Provost's Office is final and may not be appealed within the institution.