

TRANSFER OF CREDIT TO MORTON COLLEGE

Students who have attended other colleges and universities will have their transcripts evaluated by the Office of Admissions and Records.

Transfer credit is accepted under the following conditions:

- The institution previously attended must be accredited by the Higher Learning Commission or a comparable regional accrediting association.
- The student must submit an official transcript from each institution.
- Credit may be transferred only in college-level courses in which a grade of "D" or above has been earned (Most receiving institutions will not accept a "D" for transfer). A "C" is required in ENG 101 and ENG 102 or course equivalents in all transfer degrees (A.A., A.S., A.F.A., A.A.T.).
- A maximum of six semester hours of credit may be transferred in religion courses.
- Transfer credit will be granted for course work for which a passing letter has been earned. However, individual course grades will not be included in the computation of the GPA at Morton College.
- Credit from countries outside the United States may be considered. A certified evaluation by Educational Credential Evaluators, Inc., or by World Education Services, Inc., is required before acceptance of credit is determined.
- The student must submit an official transcript from each institution. Transcripts are only considered official if sealed envelope has not been opened or electronically if received directly from the institution from which they were requested.
 - Degree seeking students wishing to have their official transcripts evaluated, should complete a transcript evaluation form with their Academic Advisor. Financial Aid eligible students should notify the Financial Aid department once official transcripts have been submitted to the Office of Admission and Records.
 - Evaluation of credits may take up to 6 weeks to complete. Once completed, any credits awarded will be reflected on a student's Morton College transcript. Questions regarding the evaluation can be addressed by the student's Academic Advisor or Credential Analyst in the Office of Admission and Records.
 - Credit from each transferring institution is evaluated separately. Awarding of credit, including graduate level credit, is left to the college's discretion.