

Transfer Credit

Delta accepts transfer credit from both traditional and non-traditional sources. All credits earned at regionally accredited institutions are accepted in transfer; however, all credits may not be applied toward a particular degree. Acceptance of transfer credit to meet degree requirements will be determined by the Department Chair/Program Coordinator and are governed by the following guidelines:

- Acceptance of courses taken more than ten years ago is determined by the Department Chair/Program Coordinator in conjunction with the academic advisor.
- Acceptance of courses that do not have an equivalent at Delta will be determined by the Dean of Instruction in conjunction with the Department Chair/Program Coordinator.

Grades for transferred courses will be interpreted according to the Delta grading scale and will be recorded as follows:

- Plus (+) or minus (-) symbols will be disregarded.
- Grades of Pass, Credit and Satisfactory will be treated alike and count in hours attempted and earned only.
- Failing grades including WF will count as hours attempted, quality hours, quality points and will impact GPA
- A grade of "N" will count in attempted hours only.
- Incomplete ("I") grades will be calculated as "F".
- Quarter hours will be converted to semester hours by multiplying the quarter hours by two-thirds. Only those courses in which the grade of "C" or higher has been earned will be used to fulfill degree requirements.

The Board of Regents Student Transfer Guide for General Education, Business and Natural Sciences/Biological Sciences (<http://www.regents.state.la.us/Reports/datapub.htm>) will be used to determine course equivalencies. Transfer credits from non-regionally accredited institutions are not generally accepted at Delta. A request for the review of this type of credit may be made to the Dean of Enrollment Services.

Once admitted to a degree program at the College, students must receive approval from their academic advisor before enrolling in courses at another institution for transfer credit. Transfer credits from regionally accredited institutions of higher education are recorded on the student's permanent academic record. Delta will compute the grade point average in the same manner as is done for a Delta student.

ADMISSIONS REQUIREMENTS & POLICIES

Lifespan of Course Work

Delta is interested in moving its students toward the successful completion of their associate degree (s) regardless of when or where they began their college program, or what courses they have taken to support their degree progress. Previous college course work will be transferred to Delta for purposes of establishing grade point average and admission status. Any questions of institutional accreditation or faculty credentialing or, if the course is over ten years old, will automatically be referred to the Dean of Instruction or Degree Program Coordinator for review and approval.

Non-Traditional Credit

A maximum of 25% of the total hours applicable toward a degree, certificate, or technical competency area can be earned through non-traditional credit to apply to a degree program. Credits will be posted to the student's academic record with the grade "P" indicating that the credit has been earned, but does not impact semester or cumulative GPA. Application of credit to meet degree program requirements will be determined by the Department Chair, Program Coordinator, and Dean of Instruction. Students must be enrolled at Delta in order to have non-traditional credits posted to their academic record. Non-traditional credit eligible for consideration includes military credit, correspondence courses, professional certificates, departmental challenge exams, and advanced placement credit awarded through the Advanced Placement Test, ACT, SAT, and CLEP scores.

Procedure for the Evaluation of Military Credits

In order for military credits to be evaluated, the student must provide a Form 295 Application for the Evaluation of Learning Experiences during Military Services, or ARRTS Transcript. The Dean of Enrollment Services may not actually complete the evaluation, but may submit the student's request to the appropriate agency for evaluation. Students should also provide a DD Form 214, copies of any "Course Completion Certificates" that the student has received, or other proof of having completed the course in order to expedite the process. Upon receipt of the official evaluation reports from the appropriate agencies, the Dean of Enrollment Services will post the American Council on Education credit recommendations to the student's transcript. Such credits are not counted as hours attempted; they only count as hours earned. The student will be given an unofficial copy of the updated transcript as will the Dean of Instruction. The student should meet with the academic advisor to discuss the applicability of military credit to fulfill degree requirements.

Correspondence Courses

Delta does not offer correspondence courses. Students who wish to use credit from correspondence courses taken through other accredited institutions to meet degree or certificate requirements must receive permission from the Dean of Instruction prior to registering for the correspondence course. A maximum of six hours correspondence credit may be applied toward the degree. If a transfer student has already received correspondence credit prior to enrolling at Delta, the student must receive approval from the Dean of Instruction for such credit to fulfill graduation requirements at Delta.

Credit by Departmental Examination

Credit by examination is available for select courses to enrolled students only. Credit by examination will be awarded for those courses in which a student has not earned previous academic credit. Students may not attempt to earn credit by examination for a course in which the student has earned a failing grade or for a course in which a student has taken a more advanced course.