

Transferring Credit

Institutions of higher education across the United States have the option of transferring (accepting) course credits from other institutions of higher education. Students are encouraged to work with Student Services personnel to develop and/or review their plan of study to assure ease of transfer from one institution to another by submitting a transcript evaluation request to the Director of Enrollment Management. Currently, all public institutions of higher education in the State of New Mexico recognize the General Education Common Core of Courses (35 credits), as coordinated by the New Mexico Higher Education Department. These courses will transfer to all public colleges and universities in the State of New Mexico. Only credit which is applicable toward a student's signed Educational Plan of Study shall be considered for transfer credit. Students who wish to obtain credit for past college work must have an official transcript from each previous college mailed directly to Mesalands Community College. They must also complete a Request for Transcript Evaluation Form. Only courses for which a grade of "C" or better (or "P" or "S"), will be considered for transfer.

Any course accepted on transfer must be equivalent to the Mesalands Community College course for which it is substituted on the plan of study. If the course transferred to Mesalands is for fewer credits than the Mesalands course, the student must acquire additional credit(s) relevant to his/her plan of study to make up the difference. Courses accepted in transfer will not be included in the CGPA.

Transfer credit for military training will be allowed in accordance with the above, provided the student provides official documentation of course completion, including the course's American Council on Education ID number. The Guide to the Evaluation of Educational Experiences in the Armed Services shall be used in evaluating the course's equivalency to Mesalands courses.

Problems regarding the transfer of credit to Mesalands Community College from other colleges or universities should first be directed to the Office of Enrollment Management. Complaints not resolved at this level should be submitted in writing to the Academic Standards and Issues Committee. Students who are attempting to transfer credit from Mesalands to other institutions and experience difficulty are encouraged to contact the Office of Enrollment Management for advice and/or assistance.

Issues regarding transfer credit between New Mexico institutions which cannot be resolved by the above processes may be directed to the New Mexico Higher Education Department, 1068 Cerrillos Road, Santa Fe, NM 87501.

Credit for Experiential Learning

It is recognized that not all learning takes place within the confines of a college classroom. Learning which is equivalent to that acquired in a classroom may occur in a variety of settings. This learning is referred to as "experiential learning." Experiential learning may occur in non-collegiate settings such as the following:

- Employment, particularly where increasing levels of responsibility have occurred
- Military experience
- Specialized training or continuing education
- Technical or vocational training

- Trade school
- Correspondence studies
- Apprenticeships or internships
- On-the-job training
- Reading of professional publications and journals

Other accomplishments or activities, while not specifically learning activities in themselves, may be evidence of experience and/or advanced knowledge in a particular discipline.

These accomplishments may include the following:

- Professional licenses/certificates
- Experience as a lecturer, instructor, mentor, supervisor
- Personal writings or publications
- Authoring of strategic or business plans
- Development of a company or organizational budget
- Authoring of operational manuals, personnel handbooks, etc.
- Competency test results
- Awards or citations
- Participation in career-related organizations or trade associations
- Leadership role in civic, fraternal, political or religious organizations

It is important to note that simply sitting in a classroom does not guarantee a learning outcome. Likewise, neither does experience or involvement in any of the above activities automatically result in a learning environment equivalent to that which occurs in a collegiate classroom. To this end, involvement in a job or other activity for extended periods of time does not necessarily guarantee a collegiate equivalent learning outcome.

Recognizing that adult learners may have experiences outside the college classroom that have led to the acquisition of knowledge and skills equivalent those obtained in a traditional course, Mesalands Community College provides a mechanism for awarding college credit based upon the documentation of collegiate-equivalent learning.

Students with appropriate life experiences may petition for college credit by developing and submitting an Experiential Learning Portfolio. Up to 18 college credits may be awarded toward the Associate of Arts Degree in General Studies or the Associate of Applied Science Degree in General Studies (see Plans of Study). Credit will be awarded only if appropriate experiential learning has occurred and is documented as specified in this document and the Experiential Learning Portfolio Handbook. Students who are awarded credit for experiential learning must pay the current tuition rate in order to have these credits posted to their transcript and applied toward degree requirements. Contact the Office of Enrollment Management for more information.