



OFFICE OF THE REGISTRAR

Academic Calendar Change Proposal

To: CPRC

From: Brad Maclsaac, AVP Planning & Analysis, and Registrar

Re: Advanced Standing policy proposal

Date: 18 November 2016

Motion: That CPRC approve the regulation implementing a deadline after which students would not be allowed to request changes or additions to their transfer credit assessment.

SUMMARY OF PROPOSED CHANGE

The proposed regulation would implement a deadline after which students would not be allowed to request changes or additions to their transfer credit assessment.

RATIONALE FOR A NEW REGULATION

A number of Ontario institutions have a deadline after which students may not request additional transfer credit. We currently have no defined deadline for transfer credit, which results in students requesting credit long after they have been admitted. A deadline would be helpful in a number of ways:

- We would no longer award transfer credit to students who failed to declare previous education at the time of admission;
- Students close to graduation would not be eligible to receive transfer credit for undeclared work as this may be an issue for their degree audits;

- It ensures that students are evaluated with the rules that were in place at the time of their admission; and
- It would prevent re-evaluation requests because a peer who was admitted in a different term received additional or different transfer credit.

This deadline would not apply for students who have changed their program and need to be re-evaluated.

PROPOSED WORDING

Advanced standing

Students transferring from other post-secondary institutions

Credits from other post-secondary institutions within and outside Canada will be evaluated on an individual basis following issuance of an offer. Credit is subject to the university's residency policy ([residency requirements](#)) and to faculty-specific regulations. Transfer credits will be indicated by a grade of T on the student's transcript and will not be used in the GPA calculation. **Transfer credit assessments will be considered final one year after the date of admission to the university, after which, no further requests for transfer credit will be accepted.**

PRACTICE AT OTHER UNIVERSITIES

McMaster University – all transfer credit evaluation at time of admission must be completed within one year of the date of admissionⁱ

York University – all documentation must be received and the evaluation of transfer credits completed within one academic term from the date of admission to the universityⁱⁱ

Ryerson University – students must apply for free-of-charge transfer credit evaluations by April 1st before they begin in September. After this date, students are charged \$50 for each application made. The final deadline for transfer credit applications is April 1st of the student's first year at Ryerson.ⁱⁱⁱ

University of Toronto – new students have one year from the date of their transfer credit assessment to request changes or a new assessment^{iv}

ⁱ http://academiccalendars.romcmaster.ca/content.php?catoid=13&navoid=2112#4._Transfer_Credits

ⁱⁱ http://calendars.registrar.yorku.ca/2015-2016/admission/transfer_credit/index.htm

ⁱⁱⁱ <http://www.ryerson.ca/calendar/2015-2016/pg2382.html>

^{iv} <http://www.artsandscience.utoronto.ca/ofr/calendar/Admission.html>