

Transfer Credits

MHCC accepts college-level credits earned in academic certificate and degree programs from colleges and universities accredited by one of the following regional Associations of Colleges and Schools -- Middle States, North Central, New England, Northwest, Southern or Western. Students will need to request a transcript evaluation from the Admissions, Registration and Records office if transfer courses are to be applied toward an MHCC certificate or degree. This evaluation will be done once the student has enrolled in classes at MHCC and is official when a graduation application has been processed. Upon completion of the certificate or degree program, the transfer credits applied will be recorded on the MHCC student transcript. The transcript evaluation form is available at www.mhcc.edu/graduation.

Students should send official transcripts to the Admissions, Registration and Records office. Transfer coursework from foreign institutions must be evaluated by an outside credential evaluation service. The evaluation company must be either AACRAo Foreign Education Credential Service (www.aacrao.org) or a member of the National Association of Credential Evaluation Services (NACES). For a list of NACES memberships, please refer to their Web site, www.naces.org.

The evaluation must be a course-by-course evaluation with an official copy submitted to the Admissions, Registration and Records office. The coursework must be considered to be at a post-secondary level, have comparable MHCC accreditation status and be parallel in content to MHCC coursework. The outside evaluation must also be completed for secondary level education for any evaluation of that coursework toward MHCC admission requirements.

Students will need to also provide course descriptions in English for any courses they wish to apply toward admission or degree requirements.

Credit may be granted for military courses based upon The Guide to the Evaluation of Educational Experiences in the Armed Services and if the courses apply to the student's MHCC major. Two (2) credit hours of PE185 credit may be granted toward an Associate Degree at MHCC for completion of military basic training. A copy of the DD214 form is required.

Alternative Ways to earn College Credit:

High school Dual Credit – College Now is Mt. Hood Community College's Dual Credit program in cooperation with certain high schools, MHCC offers students the opportunity to earn both MHCC lower-division transfer credit and career- technical credit through submission and acceptance of a registration form per College deadlines, and completion of course materials and standards as approved by MHCC. A list of high schools and courses approved to earn MHCC credit is available online at www.mhcc.edu/collegenow. Each high school's counseling office will also have a list of courses approved at that school. The list varies among high schools. Earned credit will be transcribed to a MHCC permanent record. Earning MHCC credit at a high school does not automatically enroll a person in a MHCC certificate or degree program. MHCC admissions procedures and requirements must still be met. Credit transfer acceptability is at the discretion of the receiving institution.

Non-traditional Credit

A maximum of 45 non-traditional credits can be applied toward an MHCC degree. The College provides a number of ways a student may earn credit toward a degree or certificate in addition to classroom experience: Advanced Placement Program (APP) CHALLENGE, College Level Examination Program (CLEP), Credit for Prior Certification (Apprenticeship Technologies) and international Baccalaureate Diploma Program (iB). The

Admissions, Registration and Records office and the Academic Advising and Transfer Center can provide interested students with procedures.

Advanced Placement Program (APP).

High school seniors who participate in the College Entrance Examination Board's Advanced Placement Program may seek advanced placement in a variety of disciplines. An entering freshman who has taken the APP tests should have the results sent to the Admissions, Registration and Records office. The office of Admissions, Registration and Records and the Academic Advising and Transfer Center can provide interested students with procedures.

Challenge

Students who believe that they have the knowledge and skills from life experience, industry training or professional certification, may request to challenge a course by petition or by an examination in lieu of class attendance. (Laboratory classes may be challenged with the approval of the Division Dean.) Successful challenge results in grade and credit on the MHCC permanent record identified as credit for challenge. The Admissions, Registration and Records and the Academic Advising and Transfer Center can provide interested students with procedures. A student may not drop or withdraw from a challenge. Financial aid recipients cannot use financial aid dollars to challenge classes.

College Level Examination Program (CLEP)

MHCC is an official CLEP testing center. Students enrolled at MHCC may receive credit for certain college courses by submitting official scores from the CLEP. CLEP credit is not given for general exams of English and math. Successful CLEP exam results in grade and credit on the MHCC permanent record identified as CLEP. The Admissions, Registration and Records office and Testing Services can provide interested students with procedures.

International Baccalaureate Diploma Program

The international Baccalaureate (IB) Diploma Program is a demanding pre-college course of study that leads to examinations. MHCC awards credit to students who receive a five or higher on any Higher Level IB exam. College credit can be earned in English Composition, first and second year foreign language, history, economics, geography, psychology, biology, physics, chemistry, theatre arts and general electives. A complete list of MHCC courses satisfied by IB exams is available from the Admissions, Registration and Records office. Students must indicate that they would like official IB test scores sent to the MHCC Admissions, Registration and Records office.

Credit for Prior Certification (Apprenticeship Technologies Only)

The Oregon State Bureau of Labor and industry journey person's card in the appropriate trade may be used in conjunction with transcripts to verify that credit earned as Credit for Prior Certification has been completed.