

Transfer of Credit

Degree and certificate-seeking students who have attended any other college(s) and want their transcripts evaluated must have an official transcript from each college or university attended sent to the Admissions Processing Office immediately upon being admitted to Harper College. Official transcripts will be evaluated as they are received and students will receive an email to their Harper email account when they have been evaluated. Results can be viewed online through the student portal. Transcript evaluations may take 2–3 weeks to process. Questions about transcript evaluations can be sent to evaluation@harpercollege.edu.

**** Harper College has a residency requirement. Students are required to take half the number of credits needed for certificate programs, and 18 hours of credit needed for degree programs at Harper College in order to meet the residency requirement. The credit hours must be taken within the specific degree or certificate**.**

A student may transfer credit to Harper College according to the following conditions:

1. The collegiate institution previously attended must be a regionally accredited institution awarding college credit. Harper College does not accept credit in transfer from non-regionally accredited institutions.
2. If a student's cumulative transfer GPA is above a 2.0 or above (C average), successfully completed coursework with a grade of D or above will be articulated.
3. If a student's cumulative transfer GPA is below a 2.0, only C grades and higher will be articulated to the student's account
4. If the student has attended multiple institutions, all previous coursework is evaluated independently. Duplicate credit from multiple institutions will not be articulated more than once.
5. A maximum of 50 transferrable credit hours will be articulated to a student's account automatically. If a student requires additional credit to be added, the student must email evaluation@harpercollege.edu to request additional coursework to be articulated.
6. Credit that has been articulated to a student's academic record cannot be removed after it has been added.
7. Credit may be transferred, but the grades earned at other institutions are not transferred, nor are the grades included in computing the cumulative GPA at Harper College. Grades from other institutions are used to determine whether a student has successfully met course prerequisites. Elective credit may also be awarded for transfer coursework with no direct equivalency at Harper College.
8. Courses which are a part of a department or program of study not offered by Harper College may be acceptable as elective credit.
9. Evaluation of credentials from a foreign country may be requested by contacting [World Education Services](#) or [Educational Credential Evaluators](#).

Students may also use foreign evaluators that are members of NACES (National Association of Credential Evaluation Services.) The Office of the Registrar at Harper College will use the results to determine transfer of foreign credit to the College

1. Evaluation of credentials from the military may be requested by contacting Joint Services Transcripts at <http://jst.doded.mil/official.html>