



TRANSFER CREDIT POLICY

Outside of existing articulation agreements, MCC will evaluate and consider awarding academic credit for credit earned at higher education institutions accredited by the agencies recognized by the United States Department of Education or similarly accredited international institutions.

Transfer credit requests must be submitted prior to the start of the program. Once the program has begun, transfer credit will be considered only for courses that the student previously attempted and failed at MCC, in lieu of retaking those courses at MCC.

To have credits considered for transfer, a student must have an official transcript from his or her previous institution(s) sent directly to MCC. The College must receive official transcripts no later than two weeks prior to the program start date. Unofficial transcripts, hand carried transcripts in sealed envelopes, and copies of official transcripts will not be accepted.

To award transfer credits, MCC requires official transcripts from the institution where the credits were originally earned. MCC does not grant transfer credit based on transfer credits accepted and recorded by another institution.

Students may be required to provide a catalog, course descriptions, syllabus, or other relevant documents to help determine course equivalency.

All transcripts that are not from an American institution must be evaluated on a course-by-course basis. All evaluations must be completed by an approved NACES agency.

Transcripts in a language other than English must also include an official English translation.

Any costs incurred for evaluation and/or translation services will be the responsibility of the student and must be paid directly to the agency performing the service.

Transcripts submitted to MCC for credit transfer consideration become the property of the College and cannot be returned to the student or forwarded to other institutions.

MCC reserves the right to limit the transferability of credit based on the source of the credit, the method of instruction, or the duration of the term.

Programmatically accredited programs may limit transfer credits accepted to those received under the same programmatic accreditation.

The final determination on the transferability of credit is made by MCC and cannot be appealed.

TO BE CONSIDERED FOR TRANSFER

To be considered for transfer:

- The course must be comparable in nature, content, and credit level to an MCC course. Generally, MCC will not accept courses with a smaller credit load than the corresponding MCC course.
- MCC will accept general education courses completed within ten years of the transfer request with a grade of C or higher (70% or above).
- Business and information technology courses completed within five years of the transfer request with a grade of C or higher (70% or above) are also eligible for transfer.
- For Licensed Practical Training (LPN) program, beginning with the Winter 2027 program cohort, MCC will accept transfer credits for the medical foundation and general education psychology courses completed within two years of the transfer request with a grade of B or higher (80% or above)
- For all other Allied Health Certificate programs, MCC will accept transfer credits for the medical foundation and general education biology courses completed within five years of the transfer request with a grade of B or higher (80% or above).

- For Allied Health Associate's programs, MCC will accept transfer credits for medical foundation and general education biology courses completed within two years of the transfer request with a grade of B or higher (80% or above).
- For all other programs, MCC will accept transfer credits for general education biology courses completed within ten years of the transfer request with a grade of C or higher (70% or above).
- MCC may also award transfer credit for valid, active industry certifications or nationally recognized licensure examinations if the certification is deemed appropriate and applicable to the MCC program curriculum.
- CLEP (College Level Examination Program) test credits are accepted for transfer, provided they meet the institution's transfer credit criteria.

MCC will not award transfer credit for the following types of courses:

- Courses with Pass/Fail grades unless a minimum passing grade (C or higher) can be confirmed by the transcript.
- Remedial, retraining, or non-credit courses.
- Professional development, in-service education, continuing education, or similar courses designed for individuals seeking to upgrade occupational or professional skills, acquire new skills, or prepare for a proficiency examination.
- Life experience courses or similar courses with credits awarded based on life experience rather than traditional academic work.
- Internship, practicum, or fieldwork courses. Since these courses are often highly specific to the original institution's program, their eligibility for transfer credit is subject to approval by the Program Director.
- Developmental or pre-college level courses.
- Duplicate or repeated courses. MCC will not award transfer credit for the same course taken multiple times.
- Military Training Courses unless evaluated by the American Council on Education (ACE), military training courses may not qualify.
- Institution-specific orientation courses. Courses like "Freshman Orientation" or "Student Success" are often unique to the original institution and may not transfer.