ROXBURY COMMUNITY COLLEGE

GOVERNANCE COMMITTEE

NAME: Academic Policy Committee

Proposal Name: Courses Expire
Submitted by: Sterling Giles, Chair, APC

Initial Date of Proposal: 5/6/14 (APC), 10/17/14 (Acuerdo Board)

Date Received by Governance Committee: Spring 2014
Proposal Number: 2 (for AY 2014-2015)

PROPOSAL TYPE

☑️ New Proposal

☐ Existing Proposal

Change in: Catalog language

Catalog language related to possible expiration of courses in the section on Transfer Credits should be amended to leave various programs the option of not accepting older courses, but allowing them to accept them where appropriate.

See p. 2 for details.
Transfer credits for individual courses will be awarded to students transferring to Roxbury Community College under the following conditions:

- the student must present to the Enrollment Center an official, signed, and sealed transcript from a regionally accredited college or university;
- to be accepted for transfer credit, a grade of "C" or higher in a college-level course (100 level or higher) must have been earned from an accredited college or university;
- a course for which a passing ("P") grade was earned in a college-level course may be accepted for transfer credit as a general elective only if the student/institution can demonstrate that the passing grade "P" is equivalent to a "C" or higher;
- course descriptions may be required for transfer credit approval if the course for which the transfer credit is sought is required in the student’s program of study or fulfills a general elective requirement;
- courses to be considered for transfer credit must be offered at RCC;
- science, computer, and certain specialty courses taken five or more years prior to enrollment at RCC will not be accepted for transfer credit;
- college credits earned outside of the United States recorded in a foreign language must be translated and evaluated by the appropriate agency, at the student’s expense, before transfer credit can be approved. The translation must reflect grades and credit values equivalent to RCC’s;
- a maximum of 30 credits may be transferred to RCC from an accredited college or university for an associate degree;
- a maximum of 12 credits may be transferred to RCC from an accredited college or university for a certificate program.

The underlined language on the right (this column) should replace the underlined language on the left.

- science, computer, and certain specialty courses taken five or more years prior to enrollment at RCC may not be accepted for transfer credit;
Proposal name: courses expire

**Governance Committee NAME:** Academic Policy (Recommendation)

Recommended [ ]
Not recommended [ ]

[Signature]
Chairperson's Signature

Returned (see comments) [ ]

[Signature]
Sterling Giles
Name

Date Received [ ]

Date of Action 5/6/14

Comments:

---

**Governance Committee NAME:** ACUERDO BOARD (Recommendation)

Recommended [ ]
Not recommended [ ]

[Signature]
Secretary's Signature

Returned (see comments) [ ]

[Signature]
Javad Moulai
Name

Date Received 10/17/2014

Date of Action 10/17/2014

Comments:

---

**President** (Recommendation/Final Approval)

Approved [ ]

[Signature]
Valerie Roberson

Disapproved [ ]

[Signature]
President's Signature

Returned (see comments) [ ]

[Signature]
Dr. Valerie Roberson
Name

Date Received [ ]

Date of Action [ ]

Comments:

---