

CORE COURSEWORK TRANSFER AGREEMENT 2017-2018

Prepared by:
Academic Affairs Office
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West Virginia
Higher Education
Policy Commission

**West Virginia Higher Education Policy Commission
and
West Virginia Council for Community and Technical College Education
CORE COURSEWORK TRANSFER AGREEMENT**

EFFECTIVE: JANUARY 1, 1994

COURSE LIST REVISED: JULY 1, 2017

BACKGROUND

The Higher Education Policy Commission is charged by statute with ensuring that undergraduate core coursework completed at any of its institutions is transferable as general studies credit to all other state institutions of higher education in West Virginia for credit with the grade earned. Though system policy provides that undergraduate coursework is generally transferable among state institutions, there is no requirement that courses transferred will meet the general studies requirements at receiving institutions.

The purpose of this procedure is to establish a process and format which will enable students who transfer from one state college or university to another to transfer core coursework that will count toward fulfillment of general studies requirements at the receiving institutions. To facilitate the discharge of this statutory responsibility, the following agreement for transfer of core coursework at state higher education institutions in West Virginia and listing of institutional courses that are acceptable for transfer under this agreement has been developed.

CORE COURSEWORK TRANSFER AGREEMENT

To remedy the problem of transfer of core coursework and to meet the statutory mandate, this core coursework agreement will assure that students who transfer from one state college or university to another will receive credit for specified general studies courses at the receiving institutions. Under the terms of the agreement, a student may transfer up to thirty-five credit hours of undergraduate coursework in the areas of English composition, communications and literature, fine arts appreciation, mathematics, natural science, and social science as general studies credits. The agreement establishes hours of coursework acceptable for transfer that will count toward fulfillment of general studies requirements. Since coursework is generally transferable among institutions in the state colleges and universities, a student could conceivably transfer more than thirty-five hours of general studies credit from one institution to another that are provided for in this agreement. The agreement is not designed to limit the number of credits that are transferred. Its purpose is to assure that students will be able to transfer credits in accordance with the terms of the agreement. The hours of core coursework that are acceptable as counting toward fulfillment of general studies requirements are as follows:

- ❖ English Composition – 6 hours
- ❖ Communication and Literature – 6 hours
 - speech/oral communication – 3 hours
 - literature – 3 hours
- ❖ Fine Arts Appreciation – 3 hours
 - art, music, drama, or theater appreciation
- ❖ Mathematics – 3-5 hours
 - college math including general math, algebra, trigonometry or calculus
- ❖ Natural Science – 8-10 hours
 - lab science including biology, chemistry, geology, physics or physical science
- ❖ Social Science – 9 hours
 - history, political science, psychology, sociology or economics with no more than six hours from any one area.

IMPLEMENTATION

The Vice Chancellor for Academic Affairs of the Higher Education Policy Commission and the Community and Technical College System shall annually appoint a core coursework committee to advise on matters relating to the agreement and listing of courses. The committee may recommend modifications in the agreement or in the list of courses as it deems necessary. It shall also have the responsibility for publishing and disseminating a transfer guide which includes (1) the state coursework agreement and (2) the list of approved core courses at each of the institutions. This committee shall meet at least once a year and file a report annually to the chancellor.

INSTITUTIONAL RESPONSIBILITY

Each institution shall have the responsibility of implementing the agreement and distributing the transfer guide to faculty advisers and to students. The agreement and listing of courses acceptable for transfer as general studies credit should be included in the student handbook and other appropriate publications. It is imperative that each institution in disseminating information relating to the core coursework transfer agreement inform students that the agreement assures the transfer of courses for general studies credit for any of the courses listed in the agreement and does not limit the number of hours credit that a student may transfer in general studies. A student, in accordance with Series 17, *Transferability of Credits and Grades at West Virginia Colleges and Universities*, and the policies of the receiving institution, may transfer credit for general studies courses that are not included in the agreement and may also transfer more than thirty-five hours of general studies credit. **Each institution shall be responsible for identifying each course listed in its course catalog that is also listed as a CCTA course. Such courses shall be identified on the official and unofficial school transcript with a tilde (~) as the lead character on the course title. Every institution shall review its CCTA courses in July of each year for accuracy.**

STUDENT RESPONSIBILITY

It is the responsibility of the student who is transferring from a state college or university to another state institution to be aware of the specific program requirements at the receiving institution. Occasionally, in an academic program, such as engineering or other professional field, there may be a requirement for completion of a particular general studies course(s). Though the core coursework transfer agreement provides for uniform acceptance of up to thirty-five hours of core coursework, the student must still complete all program requirements for his/her course of study.

COURSES FOR TRANSFER AS MEETING GENERAL STUDIES REQUIREMENTS

The courses from state colleges and universities that are acceptable as general studies credits under the agreement are:

WEST VIRGINIA STATE UNIVERSITY

<u>Courses - Hours</u>	<u>Title</u>	<u>Credit</u>
English Composition - 6 hours		
ENGLISH 101	Effective Communication	3
ENGLISH 102	Effective Communication	3
Communication and Literature - 6 hours		
COMMUNICATION 100	Speech Communication	3
ENGLISH 150	Introduction to Literature	3
Fine Arts Appreciation - 3 hours		
ART 100	Art Appreciation	3
COMM 140	Film Appreciation	3
COMM 170	Art of the Theatre	3
MUS 107	Music Appreciation	3
Mathematics - 3 hours		
MATH 102	Plane Trigonometry	3
MATH 111	Mathematics for Liberal Arts	3
MATH 120	College Algebra	3
MATH 121	Precalculus	4
MATH 206	Analytic Geometry & Calculus I	4
MATH 207	Analytic Geometry & Calculus II	4
Natural Science - 8 hours		
BIOLOGY 101	Principles of Biology	4
BIOLOGY 108	Environmental Biology	4
BIOLOGY 120	Fundamentals of Biology	4
CHEM 105	General Chemistry I	3
CHEM 106	General Chemistry II	3
CHEM 107	General Chemistry Laboratory I	2
CHEM 108	General Chemistry Laboratory II	2
Social Science - 9 hours		
HISTORY 201	World History	3
HISTORY 202	World History	3
HISTORY 207	History of the United States to 1865	3
HISTORY 208	History of the United States from 1865 to Present	3
POLITICAL SCIENCE 100	Introduction to Government and Politics	3
POLITICAL SCIENCE 101	American Government	3
POLITICAL SCIENCE 204	State and Local Government	3
PSYCHOLOGY 151	General Psychology	3
SOCIOLOGY 101	Introduction to Sociology	3

**WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION
AND
WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION
CORE COURSEWORK TRANSFER AGREEMENT**

**CREDIT HOURS OF CORE COURSEWORK ACCEPTABLE
FOR TRANSFER AS FULFILLING GENERAL STUDIES REQUIREMENTS**

- * English Composition – 6 hours
- * Communication and Literature – 6 hours
 - speech/oral communication – 3 hours
 - literature – 3 hours
- * Fine Arts Appreciation – 3 hours
 - art, music, drama, or theater appreciation
- * Mathematics – 3-5 hours
 - college math including general math, algebra, trigonometry or calculus
- * Natural Science – 8-10 hours
 - lab science including biology, chemistry, geology, physics or physical science
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