

Transfer Credit Evaluation Process

What does it mean to get my international transfer credits evaluated? How do I get my transfer credits to count?

Transfer credit from one of our Partnership Degree Programs (PDP), XJTUCC or ZUCC, or from institutions in which we already have established direct equivalent courses (INTI, HELP, Technology Park, Sunway, Taylor, Nilai, UCSI, KDU, Catholic University, Inha University or Methodist College, etc.) may not need to be evaluated by the appropriate academic department as UNL may have already established equivalencies for some of these courses.

Courses listed toward the bottom of your degree audit listed as “GNCR” (General Credit) or “IVAL” (International Validation) do not currently have direct equivalent status at UNL and will need to be evaluated in order to count for a specific degree requirement. Evaluation means that a course syllabus for a course taken at another institution is reviewed to see if the information taught in that course is equivalent or equal to a course taught at UNL. If a course is considered to be equivalent, students may receive credit; if a course is not considered to be equivalent, then the student may or may not receive credit. Not all courses need to be evaluated; only courses in which UNL would have a similar course should be evaluated. UNL does not have course equivalencies for all courses taken offered at institutions around the world.

You can determine if your courses have direct equivalencies or not how they are listed on your individual degree audit or by checking the Transfer Equivalency website at: <http://admissions.unl.edu/nebraska/equivalency.aspx>

When should I get my courses evaluated?

Transfer course evaluations should be completed starting the **second** week of classes until the beginning of Priority Registration (mid semester). Math, Accounting and Economics courses are generally recommended to be evaluated first, then any other course subjects. The evaluation process needs to be complete *before the beginning of Priority Registration*, especially if you need the courses being evaluated as a prerequisite for a next semester course at UNL. See an Academic Adviser to start the course evaluation process.

What is the process for getting my transfer courses evaluated?

Step 1: Meet with a CBA Academic Adviser to determine which courses would be best to be evaluated for credit. The Academic Adviser will provide you a copy of the “International Transfer Credit Form” for each class needing evaluation as well as a copy of the department evaluators.

Step 2: Collect the course syllabi and/or course description for each class you wish to have evaluated (this may involve contacting the institution in which you’ve taken the course and ask for a copy)

Step 3: Take the “International Transfer Credit Form” and your course syllabi to the appropriate academic department for each class you wish to have evaluated. For example, Accounting courses should be evaluated by the Accounting Department, Economics courses evaluated by the Economics Department, etc. Use the list of department transfer credit evaluators below to determine where to take your syllabus/form.

Step 4: Wait to hear from the academic department by e-mail or phone call the results of the evaluation process. If the course is approved by the academic department, the form is sent to the individual college for approval, and then is sent to Admissions to be changed on your degree audit/records. This process could take a total of 1-2 months.

Online Resources

Academic Transfer Information: <http://transfer2.unl.edu/#prospective>

Transfer Credit Evaluation Website: <http://transfer2.unl.edu/transfer-credit-evaluation>

Department Directory of Transfer Credit Evaluators: <http://transfer2.unl.edu/Evaluators%202012%20Spring.pdf>