

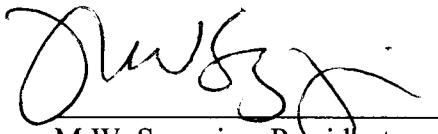
TRANSFER AGREEMENT

RED ROCKS COMMUNITY COLLEGE

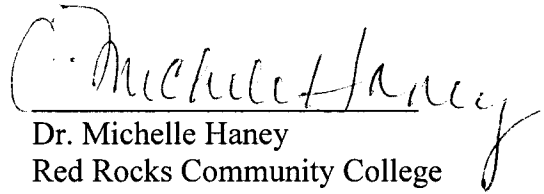
AND

COLORADO SCHOOL MINES

**5/29/2015**

A handwritten signature in black ink, appearing to read 'M. Scoggins', written over a horizontal line.

M.W. Scoggins, President  
Colorado School of Mines

A handwritten signature in black ink, appearing to read 'Michelle Haney', written over a horizontal line.

Dr. Michelle Haney  
Red Rocks Community College

TRANSFER AGREEMENT  
Between  
Colorado School of Mines and Red Rocks Community College

**Introduction**

This document describes transfer procedures and course equivalencies between Colorado School of Mines (Mines) and Red Rocks Community College (RRCC), and is intended for use by students who wish to transfer from RRCC to CSM prior to, or upon completion of, their AA or AS degree. This document does not apply to current or previous Mines students wishing to fulfill individual Mines course requirements with courses taken at RRCC. This guide contains the following information:

- 1) admission criteria and procedures at CSM
- 2) policies on the transfer of credit,
- 3) program and degree requirements,
- 4) policies on transfer appeals procedures,
- 5) course equivalencies between RRCC and Mines

**I. Admission Criteria and Procedures**

A. **Admissions Standards:** Minimum admissions standards and requirements for all students who have attended another college or university as follows. Note that students who attain these standards are not guaranteed admission at the Colorado School of Mines.

- 1) Students transferring from another college or university must have completed the same high school coursework requirements as entering freshmen, and as specified in the Mines *Bulletin* in effect at the time of the student's initial Mines enrollment. A transcript of the applicant's final high school record is required. Transfer students are not required to take the SAT of the College Board or the ACT battery.
- 2) Applicants should present college transcripts showing an overall 2.75 grade point average or higher (per the current Undergraduate *Bulletin* which can be found at <http://bulletin.mines.edu/undergraduate/>). Students presenting a GPA below 2.75 may be given careful consideration and acted upon individually if circumstances warrant this consideration. As noted above, the 2.75 GPA is a minimum standard and does not imply admissibility for the student.
- 3) An applicant who has attended another college may not disregard any other collegiate record. If the applicant has attended more than one college, records must include official transcripts of record from all colleges attended.
- 4) An applicant who cannot re-enroll at the institution from which he or she wishes to transfer because of his or her scholastic record or for other reasons is ineligible to enter Mines.
- 5) Previously completed college courses that are judged to be equivalent to those required for graduation at Mines may be transferred for credit if the grade earned was not lower than a "C" or its equivalent. Note that transfer students are more likely to be successful at Mines if they have earned "A" or "B" grades at the community college.

- B. Treatment of GPA: The grade point average of the transfer student for admission purposes will be as computed by the Mines Admissions Office and will be performed in accordance with the established procedures outlined in the version of the Mines *Bulletin* that is in effect at the time of the student's initial enrollment at Mines. Calculation of the transfer student's Mines grade point average will be determined only from the courses completed at Mines.
- C. Treatment of associate degrees: Associate of Arts or Associate of Science degrees will be evaluated for admission purposes using the course equivalencies established between RRCC and Mines, as listed in Appendices A-C. Transfer of other courses in addition to those listed in Appendices A-C will be determined on a case-by-case basis.
- D. Application procedures and deadlines: A transfer student should apply for admission to Mines at the beginning of the final quarter or semester of attendance at his or her present college. Application deadlines are listed on the Mines website at <http://www.mines.edu/UndergraduateTransfer>. The application will be evaluated upon receipt of the completed application form, high school transcript or copy of the GED, transcripts covering all work taken from each university or college attended, and a list of courses in progress. All of these materials must be received at Mines no later than 28 days prior to the date of registration for the semester in which the student plans to enroll. Mines Admissions will notify the student about his or her admission status. Admission is subject to satisfactory completion of current courses in progress and submission of a final, complete official transcript.

## **II. Transfer of Credit**

- A. Policies for accepting grades in transfer: No course with a final grade less than "C" will be accepted for transfer credit. Transfer credit earned at RRCC will have the grade of "T" assigned on the student's permanent record at Mines. No grade points will be recorded for these courses and they will not affect the Mines grade point average.
- B. Treatment of advanced placement and non-traditional methods of awarding credit: Advanced Placement, International Baccalaureate, graded proficiency exams, and other non-traditional methods of awarding credit will be handled on a case-by-case and course-by-course basis. Equivalencies between such courses or credit and existing courses at Mines will be made by the Registrar's Office and the relevant academic department(s). The current AP and IB credit brochure can be found at [http://www.mines.edu/UserFiles/File/Admissions/AP-IB-Transfer\\_Credit.pdf](http://www.mines.edu/UserFiles/File/Admissions/AP-IB-Transfer_Credit.pdf) No credit is granted for CLEP or vocational courses.
- C. Maximum number of hours accepted in transfer: The total number of hours required to complete a degree program at Mines varies, depending on the degree granting department. Minimum Mines credit hour requirements for residency and upper-division courses are provided in Section II-D below. All courses listed in the Transfer Guide (Appendices A-C) will be transferred in direct substitution for the designated Mines courses. Courses other than those listed in Appendices A-C will be evaluated on a course-by-course basis, and credit granted where the course is judged to be the equivalent of an

analogous Mines course or applicable to free elective credit. Certain courses that are granted transfer credit may not be directly applicable for meeting Mines departmental degree requirements. Hours will be awarded based on hours actually completed in the original course.

- D. Residency and upper-division course credit requirements: A minimum of 30 hours of credit in 300 and 400-level technical courses (as defined by the specific degree programs listed in the Mines *Bulletin* in effect at the time of the student's initial Mines enrollment) must be completed in residence at Mines. 15 of these 30 hours must be taken in the senior year.
- E. Accreditation requirements for transfer of credit: Thirteen engineering degree programs at Mines are accredited by the Accreditation Board for Engineering and Technology (ABET). Mines has determined that the RRCC courses listed in Appendices A-C are the curricular equivalent of the designated Mines courses. In the case of substitution to this prescribed equivalency agreement, such changes must be made with the full consent of the Office of the Provost at Mines in order to assure compliance with ABET requirements for curricular distribution.
- F. Early Transfer: To avoid loss of credit and other transfer problems, transferring as early as possible is recommended. In some cases, transfer prior to completion of the AA or AS degree is advisable. The curricular structure and content at Mines builds on fundamentals developed during the Mines lower-division core courses; it is to the student's advantage to obtain this background at the earliest possible date.
- G. Treatment of AA and AS degree in awarding credit: No special considerations for recognition of the Associate of Science or Associate of Arts degrees, other than those prescribed for award of transfer credit, are specified. Courses taken at RRCC for completion of an Associate of Arts or Associate of Science degree are awarded transfer credit at Mines in accordance with the procedures outlined in section II-E above.
- H. Maximum age of credit: Courses meeting the guidelines stated above and taken within five years of the student's application for transfer will automatically be granted transfer credit in accordance with the procedures stated here-in. Courses taken between five and ten years prior to application for transfer will be evaluated on a course-by-course basis by the Mines Registrar's Office and faculty from the relevant academic department(s). In general, courses taken more than ten years prior to the student's application for admission will not be considered for transfer credit.

### III. Program and Degree Requirements

- A. Specific degree requirements: All graduates must complete all degree requirements, as published in the Mines *Bulletin* for the year of admission and including all appropriate curricular distribution requirements for the discipline in which a degree is earned.
- B. Institutional graduation requirements: Graduation requirements from Mines include but are not limited to the following;
1. a minimum cumulative grade point average (GPA) of 2.0 for all academic work completed at Mines;
  2. a minimum GPA of 2.0 for courses taken in the student's major field at Mines;
  3. a minimum of 30 hours credit in 300 and 400-level technical courses (as prescribed by the Mines *Bulletin*) in residence at Mines, at least 15 of which are to be taken in the senior year.
  4. recommendation of the degree-granting department and College to the Mines faculty;
  5. certification by the Registrar that all required academic work has been satisfactorily completed;
  6. recommendation of the faculty and approval of the Mines Board of Trustees.
- C. Catalog that governs transfer student's experience: The version of the Mines *Bulletin* in effect at the time of enrollment at Mines governs the transfer student's educational experience. The student is free to switch to a subsequent catalog during which the student is enrolled if he or she chooses and obtains the necessary consent from the relevant academic department head and the Mines Registrar, acting on behalf of Academic Affairs.
- D. Requirements for majors: Mines grants the following undergraduate, Bachelor of Science degrees:

Applied Math and Statistics  
Chemical Engineering  
Chemical and Biochemical Engineering  
Chemistry  
Civil Engineering  
Computer Science  
Economics  
Electrical Engineering  
Engineering Physics  
Environmental Engineering  
Geological Engineering  
Geophysical Engineering  
Mechanical Engineering  
Metallurgical and Materials Engineering  
Mining Engineering  
Petroleum Engineering

Specific requirements for each of these degrees are listed in the Mines *Bulletin*, which is available on-line at <http://bulletin.mines.edu/undergraduate>.

- E. Course numbering system and credit hour conversion: Courses at Mines are numbered sequentially from the freshman year through graduate school. Courses at the 100, 200, 300, and 400-levels are for freshman, sophomores, juniors, and seniors respectively. Courses at the 500, 600, and 700-level are primarily for graduate students, although 500-level courses may be taken by undergraduate students who have completed a minimum of 90 semester hours total with prior approval from the instructor and the student's advisor. The work effort associated with earning credit is specified by the Colorado Commission on Higher Education as follows:

3 hours lecture/week = 3 credit hours per semester

3 hours laboratory/week = 1 credit hour per semester

- F. Course-by-course equivalencies: Equivalencies established between RRCC and the analogous lower-division courses at Mines are listed in Appendices A-C.
- G. Process for evaluating courses not listed: Courses not listed in the Articulation Agreement shown in Appendices A-C are evaluated by the Mines Admissions Office and faculty from the relevant academic department(s) on a course-by-course basis.

#### **IV. Transfer appeals process**

Procedures for appeal of any decision dealing with student transfer between Colorado Public Institutions are specified by the State of Colorado. For information go to <http://higher.ed.colorado.gov/dhedefault.html>.

#### **V. Review and update of this agreement**

Red Rocks Community College and the Colorado School of Mines will review this agreement every three years to ensure that the course information is current, in order to facilitate successful transfer of students.

## APPENDIX A

### Required Course Equivalencies

The following courses are required for all degree programs at Mines.

<i>Colorado School of Mines Courses</i>			<i>Red Rocks Community College Equivalent Courses</i>		
Course ID	Name	Credit Hours	Course ID	Name	Credit Hours
MATH111	Calculus I	4	MAT201	Calculus I	5
MATH112	Calculus II <sup>1</sup>	4	MAT202	Calculus II	5
MATH213	Calculus III <sup>1</sup>	4	MAT204	Calculus III/Eng. Apps.	5
MATH225	Differential Equations	3	MAT261	Diff EQ/Eng. Apps.	4
CHGN121	Principles of Chemistry I	4	CHE111	College Chemistry I	5
PHGN100	Physics I	4.5	PHY211	Physics I	5
EBGN201	Principles of Economics	3	ECO201 and ECO202	Principles of Macroeconomics Principles of Microeconomics	3 3
CSM101	Freshman Seminar	0.5	Transfer students who have successfully completed fewer than 30.0 transcribed semester hours at an institution of higher education after high school graduation will automatically be enrolled in the First-Year Advising and Mentoring Program in their first semester at CSM.		
LAIS100	Nature and Human Values	4	PHI218 and either ENG122 or ENG131	Environmental Ethics English Composition II Technical Writing	3 3
LAIS200	Human Systems	3	HIS247	20 <sup>th</sup> Century World History	3
EPIC151	Design I	3	EGT 140	Introduction to Design and Engineering Applications	3
PAGN101	Physical Education I <sup>2</sup>	0.5		PE Activity	1
PAGN102	Physical Education II <sup>2</sup>	0.5		PE Activity	1
PAGN201	Physical Education III <sup>2</sup>	0.5		PE Activity	1
PAGN202	Physical Education IV <sup>2</sup>	0.5		PE Activity	1
Distributed HSS requirements <sup>3</sup>		6	Up to 6 credits: Foreign language at 100 to 200 level and/or courses at the 200 level or above in literature, history, humanities, political science, social science, etc. (not listed above).		

<sup>1</sup> Students should take the Calculus II and III sequence at the same institution. If a transfer student has only completed through Calculus II, the student will be required to complete a one credit hour Calculus II short-form course to bridge any material not covered in the course being transferred to CSM.

<sup>2</sup> Each student at Colorado School of Mines is required to complete 4 separate semesters of Physical Education as a graduation requirement. The Physical Education requirement does not apply to students with DD 214 (veterans) status or students whose first day of enrollment at Mines comes when the student is 26 years of age or older.

<sup>3</sup> Three additional credits must be taken at the 400 level at Mines.

## APPENDIX B

### Distributed Science Course Equivalencies

In addition to the courses listed in Appendix A, every student at Mines must also take 3 of the following distributed science courses. Each degree program at Mines dictates which of the 3 distributed science courses are acceptable for that program; please consult the Mines *Bulletin* or an advisor at Mines for additional information.

<i>Colorado School of Mines Courses</i>			<i>Red Rocks Community College Equivalent Courses</i>		
Course ID	Name	Credit Hours	Course ID	Name	Credit Hours
CBEN110	Fundamentals of Biology I	4	BIO111	Biology I	5
CHGN122	Principles of Chemistry II <sup>4</sup>	4	CHE112	College Chemistry II	5
CSCI101	Introduction to Computer Science	3	CSC116 or CSC119 or CSC145	Logic & Program Design Intro to Programming Programming Fundamentals	3
PHGN200	Physics II <sup>4</sup>	4.5	PHY212	Physics II	5
GEGN 101	Earth and Environmental Systems	4	GEY111	Physical Geology	4

The acceptable distributed science courses listed by major are shown below. If a student takes a distributed science course or its equivalent that is not allowed or required for their major, then the student will have to take an additional appropriate course to satisfy the requirements for their degree. Note that additional distributed science courses may be applied to the degree, but some of these courses must be completed at Mines. See the Mines *Bulletin* for details.

Program	CBEN110	GEGN101	PHGN200	CHGN122	CSCI101
Applied Math and Statistics	allowed	allowed	required	allowed	required
Chemical and Biochemical Engineering	required		required	required	
Chemical Engineering	required		required	required	
Chemistry	allowed	allowed	required	required	
Civil Engineering		required	required	required	
Computer Science	allowed	allowed	required	allowed	required
Economics	allowed	allowed	allowed	allowed	allowed
Electrical Engineering	allowed	allowed	required	allowed	allowed
Engineering Physics	allowed	allowed	required	required	allowed
Environmental Engineering		required	required	required	
Mechanical Engineering	allowed	allowed	required	required	
Geological Engineering		required	required	required	allowed
Geophysical Engineering	allowed	required	required	allowed	allowed
Metallurgical and Materials Engineering	allowed	allowed	required	required	
Mining Engineering		required	required	required	
Petroleum Engineering		required	required	required	

<sup>4</sup>Depending on choice of major, students are encouraged to take the entire sequence in Chemistry and/or Physics at the Community College.

## APPENDIX C

### Other Course Equivalencies

Additional courses may be taken at RRCC for credit at Mines. Organic Chemistry I and II are required for Chemical Engineering, Chemical and Biochemical Engineering, and Chemistry degrees. They will count as free electives in other disciplines. A grade of “B” or better is required for these courses to transfer to Mines. Students who have earned a grade of "C" in Organic Chemistry courses can petition the Chemistry Department faculty to review their coursework to determine the eligibility for transfer.

<i>Colorado School of Mines Courses</i>			<i>Red Rocks Community College Equivalent Courses</i>		
Course ID	Name	Credit Hours	Course ID	Name	Credit Hours
CHGN221/223	Organic Chemistry I and Lab	4	CHE211	Organic Chemistry I	5
CHGN222/224	Organic Chemistry II and Lab	4	CHE212	Organic Chemistry II	5

Mines will accept the following courses from RRCC students with no additional review, provided the student has earned a grade of “C” or higher in these courses. Note that these courses do not count for core curriculum credit at Mines, but may apply to free electives or fulfill degree requirements for certain majors. View the Mines *Bulletin* for additional details.

<i>Colorado School of Mines Courses</i>			<i>Red Rocks Community College Equivalent Courses</i>		
Course ID	Name	Credit Hours	Course ID	Name	Credit Hours
CSCI260	Fortran Programming	2	CSC119	Introduction to Programming	3
CSCI261	Programming Concepts	3	CSC160	Computer Science I: (Language)	4
CSCI262	Data Structures	3	CSC161	Computer Science II: (Language)	4
CSCI341	Computer Organization	3	CSC225	Computer Architecture/ Assembly Language	4
GEGN204	Geologic Principles and Processes	2	GEY112	Historical Geology w/Lab	4

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