

Transfer of Credits

If you are pursuing a degree or certificate and wish previous college credits to be considered for transfer, submit official transcripts to Student Records no later than the semester preceding graduation.

Red Rocks Community College will evaluate transfer credits earned at a regionally accredited institution of higher education to determine if those credits will be accepted in transfer. Please see the transcript evaluator in Student Records for additional information, or consult the Colorado Community College System “Credit for Prior Learning Handbook.”

The Colorado Community College System (CCCS) uses a common course numbering system to simplify transfer to other Colorado state colleges and universities and to ensure curriculum quality across the system. Information is posted at www.cccs.edu. Once you are on the site, select “Common Course Number System”.

- Initial transcript evaluation is completed in Student Records.
- Transferred grades are not calculated into your RRCC grade point average.
- Grade point average (GPA) from transfer institutions is not calculated into your RRCC GPA.
- An unofficial transcript can be evaluated to override prerequisite requirements.
- RRCC reserves the right to examine all credits to determine obsolescence of content. In the event that coursework is found to be obsolete, you may be required to update the credit.
- The college will accept transfer credit only from post-secondary institutions accredited by one of the six regional accrediting associations. Credits earned in a Colorado community college that are applicable to a specific associate degree or certificate will be accepted in an equivalent program.
- Credits will be transferred based on the Degree/Certificate you are pursuing. Although there is no limit to the number of credits that may be transferred, a minimum of 25% of the credits applied to a degree, or 50% for some certificates, must be earned at RRCC. For this reason, we will only initially bring in up to 75% of the needed credit towards the declared degree. Additional credits may be brought in at the request of the student and/or a faculty member or academic advisor.
- A grade of C or higher is required for transfer. Transfer credit will not be awarded for courses with D, F or U grades. P or S grades may only be transferred if the transcript key indicates that they are equivalent to a C or higher.
- All course work is evaluated on the semester hour basis: i.e. 1 quarter hour equals 2/3 of a semester hour; 1 semester hour equals 1 semester hour.
- Courses taken for a lower credit value than the equivalent RRCC course will only be transferred in at that lower credit value. Courses taken for more credits will only be granted the standard hours for the RRCC course.
- All received and/or evaluated transcripts become the property of RRCC.

- Only classes that pertain to your degree/certificate, with grades of C or better, will be accepted for transfer. If you are pursuing a degree or certificate and wish previous college credits to be considered for transfer, submit official transcripts either sent from a previous institution or hand-carried in a sealed admissions envelope to Student Records as soon as possible after registering for classes.
- Students who are classified as Guest/Summer Student are assumed to not be working on a program at RRCC. Although prerequisites will be entered on the file, an official evaluation for transfer will not be completed for them. If they are working on a program at RRCC, they must contact the Admissions Department to change their student type and request a re-evaluation of their transcript.
- Transcripts will be evaluated within 30 days of receipt of the transcript
- Credits for remedial non-collegiate level courses are not acceptable in transfer. They may be used to meet a prerequisite requirement for a higher level class.
- Upper level undergraduate courses can only be accepted in transfer if the course can be equated to a course in CCNS. Graduate level courses cannot be accepted in transfer towards undergraduate credit.
- Credit for Advanced Placement (AP) or College Level Examination Program (CLEP) is evaluated on receipt of an official copy of the score report mailed directly to RRCC from the College Board. AP exams for which a score of three or higher or CLEP exams for which a score of 50 or higher has been earned will be considered for credit. A maximum of 30 semester hours of Prior Learning Credit (PLA) credit may be applied to RRCC associate's degree. Transfer credit is not granted for AP or CLEP if the student has completed an equivalent RRCC course. Transfer credit is not awarded for all AP or CLEP exams. Please contact the Student Records Department at RRCC for more information or see the College PLA Handbook at <http://www.rrcc.edu/assessment/prior.html>.
- Credit for International Baccalaureate (IB) will be considered for credit on receipt of an official copy of the score report mailed directly to RRCC from the issuing organization. Only scores of four and above will be considered. Up to 30 credits of PLA credit may be applied to RRCC associate's degrees. IB credit is not transferred in if a student has completed an equivalent RRCC course. Transfer credit is not given for all IB exams. Please contact the Student Records Department at RRCC for more information or see the College PLA Handbook at <http://www.rrcc.edu/assessment/prior.html>.
- For associate of applied science degrees/certificates, students should contact their faculty advisor or department chair for information concerning course substitutions.

Please allow up to 30 days for your transcript to be processed.

Information: student.records@rrcc.edu or www.rrcc.edu/student-records

If your transcript was meant for a different department, please notify Student Records so they may forward it.