

Office of the Registrar
Transfer Credit
Information Guide



Welcome! We're glad you are choosing to continue your academic journey with us. Here are some tips and checklists to assist you in your transition as a Wesleyan student.

Office of the Registrar Contact Information

Email: registrar@wwvc.edu

Phone: 304.473.8046

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Evaluation and Recording of Transfer Work

- A. Students are required to submit official and complete transcripts from ALL prior colleges attended.
- B. Schools must be accredited by agencies recognized by WVWC.
- C. Transcripts are evaluated on a course-by-course basis.
 1. Every attempt is made to match up courses to majors, minors, and/or liberal arts core requirements; however, some courses may transfer as electives. **Program of study and transferability of credits, may lengthen time of degree completion.**
 2. All work and grades are transferred in and count in GPA, but a maximum of 60 hours from 2-year schools and 90 hours from 4-year schools count in earned hours (a maximum of 90 earned hours may be transferred).
 3. Only four hours of EXSC 100 activity credits (i.e., yoga, weight-lifting, football) count in earned totals.
 4. Grades for developmental courses are recorded and no credit hours are earned.
 5. Transfer credits are recorded and available to be viewed through your Self-Service Account.
- D. If you earned dual credit in high school, you must request an official transcript from the college that awarded credits.

Transferring Work after You Are a WVWC Student

After you are admitted as a degree-seeking student, you must have approval to take work elsewhere to make sure the course and credit hours will meet your graduation requirements and plans.

The Application for Credit Transfer form may be accessed on the website.

FYEX Transfer Course Policies

Students who are classified as transfers will be required to complete the following courses under the liberal arts core requirements based upon transferable credit hours.

- * **15 or fewer transferable credits** – FYEX 101, FYEX 102, and FYEX 103-107 (two credits)
- * **16-29 transferable credits** – FYEX 125 New Student Seminar, FYEX 102 and FYEX 103-107 (two credits)
- * **30-89 transferable credits** – FYEX 125 New Student Seminar and FYEX 102
- * **Over 90 transferable credits** – FYEX 125 New Student Seminar required.

International Students

It is highly recommended that international students obtain a WES evaluation (or equivalent) and in some cases may be required by WVWC in order to properly evaluate international credits.

Liberal Arts Core Curriculum

ALL students, regardless of major, must meet the following core requirements for graduation. Further details may be found in the undergraduate catalog.

*** ENGL-101 (Rhetorical Analysis), ENGL-110 (Personal Inquiry), COMM 211 (Fundamentals of Human Communication)— must earn a “C” or better in these three courses.**

- * First Year Experience (FYEX) 101: Intro to Liberal Arts Education**
- * FYEX 102: Portfolio Preparation**
- * Two courses from FYEX 103-107**
- * One course designated as Foundational Quantitative Analysis (FNQA)**
- * One course designated as Foundational Science Inquiry (FNSI)**
- * One Course designated as Foundational Humanities & Liberal Arts (FHLA)**
- * One course to satisfy each of the five lens categories.**
- * Departmental Portfolio Showcase**

Lenses: *Only two courses from the same departmental pre-fix may be counted and one must be a 300-level.*

- Aesthetic Expression/Evaluation (AEXP)
- Personal and Societal Well-Being (PSWB)
- Ethical and Spiritual Exploration (ETSP)
- Empirical Inquiry/Analysis (EXIN)
- Cultural Perspectives (CEXP)

Liberal Arts Core Transfer Policies

Students who are classified as transfers may have lens courses waived based on the amount of transferrable credit hours brought in.

- * 0-59 transferrable credits** – Five lens courses required
 - * 60-74 transferrable credits** – Four lens courses required
 - * 75-89 transferrable credits** – Three lens courses required
 - * 90+ transferrable credits** – Two lens courses required
 - * Students with an AA/AS degree** – Three lens courses required
- *First time freshmen with an Associate’s degree will only be required to complete three lens courses but are required to complete FYEX 101 and 102.*

WVWC Graduation Requirements

1. Students must earn a minimum of 120 hours; individual plans may require more than 120.
2. A minimum of 30 hours must be completed in residence at WVWC; 24 of the final 30 must be completed through WVWC.
3. Minimum GPAs: cumulative—2.00; WVWC (institutional)—2.00; major—2.00; minor—2.00. Certain majors may require higher GPAs. See catalog for specifics.
4. Check sheets for majors are available on the website. An unofficial degree audit can be access in Self Service.
5. At least 12 months prior to anticipated graduation date, students must submit an Application for Degree to our office. Forms may be printed from the website.
 - a. Failure to submit on time will result in a \$50 late fee.
 - b. Students and advisors will receive a copy of the degree audit to insure degree requirement completion.
 - c. It is the student’s responsibility to inform the office of any changes or corrections that occur after the official degree audit has been received.