



Catalog Addendum No. 2
2021 Catalog, Volume IV
Addendum Effective: May 5, 2021

Effective May 5, 2021 HCI College has changed its Advanced Standing/Credit Transfer Policy for students entering the program for the May 10, 2021 start and thereafter.

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Advanced Standing/Credit Transfer

HCI College may accept transfer credits for a course completed in other post-secondary institutions when comparable in scope and content to HCI College's own coursework. HCI College does not accept experiential learning in lieu of transfer credits. HCI College will evaluate the comparability, applicability, source, and age of the previously earned credit; academic preparedness of the student at the time of credit transfer, grade earned for the credit transferred and apply a systematic, consistent process for determining whether to accept the credit earned at other institutions. In order for transfer of credit to be accepted it must meet the minimum criteria:

- Transfer grade must be a "C" or higher for all general education courses and must have been completed in the past fifteen (15) years from the prospective student's start date to be considered for transfer with the exception for the following courses which must have been completed in the past five (5) years from the prospective student's start date:
 - **BSC 2085C** Anatomy and Physiology I
 - **BSC 2086C** Anatomy and Physiology II
 - **MCB 2010C** Microbiology
- Transfer course code level must be equal to or greater than the credit to be awarded
- Credit amount must be equal to or greater to be awarded
- Transfer credit must have been earned from a nationally or regionally accredited institution
- HCI College will not accept transfer credits for Nursing Core classes except for the Licensed Practical Nurses stipulation stated below.

Licensed Practical Nurses (LPN) with an unencumbered license upon meeting all other admission criteria will receive transfer credits for NUR1023 and NUR1023L if they pass the RN Fundamentals exam with a level II or higher. The fee for the RN Fundamentals exam is \$39. Applicants must pay the \$39 fee for the RN Fundamentals exam prior to taking the exam. The exam will be administered at HCI College. There are no exceptions or a second attempt on the exam. LPNs who meet the above criteria must complete NUR1022L at HCI College.

Official transcripts must be received by the registrar's office no later than the first day of the term of which the student is scheduled to start.

A petition for credit for prior training will be evaluated by the Registrar, or the Vice President of Academic and Regulatory Affairs. Official transcripts and course descriptions (if the course differs from the state numbering system) are required to approve applicable credit. At a minimum, 25% of the credits required for non-degree and undergraduate degree programs must be completed at HCI College in order to receive a certificate, diploma, or a degree from the school awarding the degree.

Transfer Students must complete the following:

- All General Admissions Requirements
- All program specific Requirements
- HCI College application, application fee, and enrollment agreement
- Request that an official transcript from previous institution(s) be sent to HCI College
- Meet with the appropriate school official to review transcripts for potential transfer of credits