

1.0 POLICY

Students may fulfil graduation requirements in an approved program of study using Course Equivalencies or Course Substitutions for credit coursework successfully completed at Grant MacEwan University.

2.0 RATIONALE AND GUIDING PRINCIPLES

- 2.1 The University recognizes that credit courses delivered within the University in different programs may achieve common essential learning outcomes and share quality standards.
- 2.2 Internal Recognition of Credit Courses furthers student progress towards educational credentials.

3.0 SCOPE AND DEFINITIONS

- 3.1 Policy C2030 (Inter-Institutional Transferability) makes provision for external transfer credit; this policy facilitates internal recognition of credit courses taken at the University.
- 3.2 Internal recognition of credit courses occurs when credit courses are documented, recognized and approved as either Course Equivalencies or Course Substitutions.
- 3.3 Course Equivalencies are a two-way recognition of credit and apply to all students regardless of their program. In cases of course evolution, the new and old versions of a course will normally be considered equivalent.
- 3.4 Course Substitutions

Course substitutions are used to facilitate one-way recognition of credit and they are program based. A program may establish course substitutions when:

- A course from another program is deemed sufficient to substitute for a course because of similarities in content and overlapping learning outcomes (for example when a senior course substitutes for a junior course).
- A combination of multiple courses from another program is deemed sufficient to substitute for a single course because the combination results in similarities in content and overlapping learning outcomes.

4.0 REGULATIONS

- 4.1 The Provost and Vice President Academic is responsible for the overall administration of this policy.
- 4.2 The Office of the University Registrar is responsible for housing all official documents related to the establishment of internal course equivalencies and substitutions, for publishing this information, and for student record management and transcripts.
- 4.3 Determination of Course Equivalencies and Substitutions
 - 4.3.1 Faculty subject matter experts are responsible for the initial analysis, recommendation, and documentation of potential course equivalencies in their School or Faculty. Consultation is required between the programs offering the courses being considered for course equivalency. Documented course equivalencies will be submitted to the appropriate dean(s) for review, final decision, and authorization.
 - 4.3.2 Deans approve course substitutions annually through the program of study process.

FACT SHEET

DATES:

Approval 2014.09.23
Review 2019.09

SOURCE:

2007.06.14 Recommended by Academic Council 07.04.18, and approved 07.06.14 by Board motion 01-06-14-2006/07.

2009.10.08 Terminology updated to reflect name change to Grant MacEwan University. Approved by Board motion 01-10-8-2009/10.

2014.09.23 Amended as recommended by Academic Policies Committee, and approved by Academic Governance Council motion AGC-16-09-23-2014.

2014.10.28 Terminology updated to reflect housekeeping and textual changes, and approved by Academic Governance Council motion AGC-04-10-28-2014.

2014.12.22 Updated to reflect current policy names and numbers, references to retired policies, and Related Policy listings.

RELATED POLICIES:

C1010 Program Approvals and Changes
C1020 Course Approvals and Changes
C2000 Subsequent Baccalaureate Credential
C2030 Inter-Institutional Transferability
C2070 Academic Standing
C2100 Graduation

IMPLEMENTATION DATE: September 23, 2014