

## **Maritime College Engineering Department Administrative Policy**

**Title: Transfer Credit for Engineering Courses**

**No. 09-02**

**Date: 08.18.2009**

1. **This document entirely supersedes Administrative Policy No. 08-01**
2. **Every course accepted for transfer credit to replace an engineering course at the Maritime College shall cover the appropriate material and have approximately the same level of credit hours, and will otherwise comply with published College policies and standards.**
  - a. A catalogue course description or course syllabus should be obtained to effect a comparison with the corresponding Maritime College course.
  - b. The textbook or other appropriate learning resources may be used as an additional basis for comparison of the courses.
  - c. Courses bearing fewer credit hours may be accepted PROVIDED THAT other courses in the student's curriculum supplement the transferred course.
3. **Lower division engineering courses will be accepted from (a) SUNY colleges, university centers, and community colleges (b) institutions having an articulation agreement with the College, (c) ABET accredited engineering programs, and (d) ACE accredited military training.**
  - a. Courses taught as part of a technology program leading to an A.A.S.degree or a B.Tech. degree will generally NOT be acceptable for replacement of courses in the B.Engr. program at the College without special review by the department chair or a designee of the chair.
  - b. Courses taught as part of a technology program leading to an A.A.S.degree or a B.Tech. degree may be accepted for laboratory credit.
4. **Upper division engineering courses will be accepted for transfer ONLY from ABET accredited engineering programs.**
  - a. Courses taught as part of a technology program leading to an A.A.S.degree or a B.Tech. degree will NOT be acceptable for replacement of courses in the B.Engr. program.
  - b. Courses taught as part of a technology program leading to an A.A.S.degree or a B.Tech. degree, or as ACE accredited military training, may be accepted for laboratory credit or for credit as applied engineering electives.
  - c. Courses that are taught as part of a bona fide engineering program that is not ABET accredited may be accepted provided that the department chair or the chair's designee has conducted a thorough written review of the proposed course to determine that it is sufficient in coverage and rigor.
5. **Courses required for the USCG license program may be transferred only from USCG approved programs, and require special review of the student's Training Record Book to assure complete coverage of the corresponding material prior to granting credit.**