

**Kern Community College District
Administrative Procedure**
Chapter 4 - Students/Instructional Services

AP 4237 Credit Allowed from Other Institutions

1. Students applying to receive lower division credit for work completed at other colleges must submit for evaluation official transcripts from such colleges.
2. Lower division credits from other institutions allowed by Colleges of the Kern Community College District (KCCD) are subject to review and evaluation by any college or university to which a student may subsequently transfer.
3. Credit for lower division courses transferred from another collegiate institution are evaluated and credit given under the principle of "like credit for like work". Such courses are accepted both for unit credit, and for the satisfaction of lower division course requirements. As necessary, evaluators may be assisted by faculty in the same or related fields as the courses being evaluated.
4. Since community colleges do not routinely accept upper division courses, when a petition is submitted for credit in an upper division course at one (1) of the Colleges of the KCCD, evaluators are required to seek faculty assistance in determining whether or not the upper division course content and requirements are precisely the same as a lower division course offered by the KCCD College. If they are deemed precisely the same, the Colleges are authorized to give unit credit for the course, as well as satisfaction of a lower division course requirement.