

International Transfer Credit Evaluation Process

Auburn University evaluates coursework from institutions outside the U.S. to determine if they are transferrable. This evaluation takes into consideration two primary concerns: Accreditation/Recognition and Course Transferability

Accreditation/Recognition: Auburn University will consider international transfer credit for courses completed at colleges and universities that are accredited or approved by the Ministry of Education (or other appropriate governmental agency) of the country in which they are located.

Transferability: based on the comparability of the coursework with Auburn University coursework.

- a. Comparable content, level, and semester hour credits
- b. The appropriateness of the coursework for meeting baccalaureate degree requirements at Auburn University

Guidelines:

- 1 Number of Semester Credits and Conversion
 - a. Credit requirements vary between education systems. Most Auburn University undergraduate degrees are 120 credits, and on average students take 15 credits per semester or 30 credits per academic year.
 - b. Credit conversions are determined according to guidance from the American Association of Collegiate Registrars and Admission Officers.
- 2 Grades
 - a. We use a variety of research and reference guides to determine the grading scale for each university.
 - i. Examples include: official transcript keys, universities' websites, AACRO Edge
 - b. Transfer grade point averages are calculated by Auburn based on transferrable coursework and may differ from averages calculated by other institutions.
- 3 Content (Course Syllabus)
 - a. International course evaluation requires an official syllabus for each course. If an official syllabus in English is not provided by the school, students must provide both the official syllabus in the original language and a copy in English. The English translation must be done either by the international university attended, or by a professional translator.
 - b. A syllabus is a detailed document explaining what was taught in the course. It is not the same as a transcript or course description.
 - c. A syllabus should be translated into English, and include as much of the following as possible:
 - i. The name of your school
 - ii. The name of the course you took and the term it was taken
 - iii. The name and email address of your course instructor
 - iv. The course textbook and other supplemental materials
 - v. Description of the course content, assignments, and grading requirements
- 4 We do not award credit for:
 - a. English as a Second Language (All English courses from institutions outside of the U.S. will require an evaluation by the Department of English based on the course syllabus)
 - b. Courses that are developmental, remedial, vocational, or technical nature
 - c. Courses or programs in which the institution issuing the transcript is not directly involved