RESPONSE DUE: March 13, 2015

RE: UW System Transfer Policy Proposed Revisions

DATE: January 14, 2015

TO: Provosts and Vice Chancellors for Academic Affairs

FROM: Stephen H. Kolison, Jr., Associate Vice President

RE: Proposed Revisions to UW System Undergraduate Transfer Policy – Academic Information Series (ACIS) 6.0

At our December 15, 2014, Provost video-conference, you received a brief report regarding proposed changes to ACIS 6.0 – University of Wisconsin System Undergraduate Transfer Policy. I write in follow-up to formally provide the proposed policy modifications to you and initiate the institutional review at each UW institution. Attached you will find the draft document. The proposed modification and additions are underscored and highlighted. The current ACIS 6.0 policy document may be found at https://www.wisconsin.edu/program-planning/acis/.

I ask that you circulate the attached draft document to appropriate departments within your institution and request their review and comments. Our priority is to collect and review comments pertaining to the modified sections, only. Please compile and send comments to afgp@uwsa.edu, by March 13, 2015.

ACIS 6.0 was last reviewed and modified in June 2011. The current review was restricted to three specific transfer issues that emerged subsequent to the 2011 review. These include the transfer of and credit for prior learning, reverse transfer, and the statutorily required universal credit transfer agreement. Amended sections are restricted to Section IV (subsections B, D and E), Section V (subsections A, B, C, E, and F), Section VI (subsection B), and Section VII. An appendix was also added to the document.

Summary of Changes and Review Process:

RPD 7-1 charges the Office of Academic and Student Affairs to periodically review and update ACIS 6.0 in order to maintain the UW System’s commitment to transfer students. The proposed amendments to ACIS 6.0 were drafted in collaboration with institutional faculty and staff. UW institution faculty and staff initiated the request to modify policy related to credit for prior learning and reverse transfer. The final draft and revisions of ACIS 6.0 were presented to transfer coordinators, admissions directors, and registrars in Fall 2014.
Credit for Prior Learning

These modifications clarify the principles for the transfer of learning and award of credit for college-level learning that was internally assessed by a UW institution, but occurred in whole or in part, outside of a college classroom. Proposed language:

1. Defines and differentiates between the internal and external assessment of prior learning.
2. Establishes common transcription practices for internally assessed credit for prior learning.
3. Establishes policy so that credit awarded by one UW institution, through an internal prior learning assessment process is evaluated for credit transfer by another UW institution in accordance with the transfer credit principles and principles of accommodation found in Sec. III and IV of ACIS 6.0.
4. Clarifies that institutions grant transfer of credit for prior learning based on existing institutional polices around the award of credit for prior learning.

The proposed language was developed and extensively reviewed by UW institution faculty and staff through a multi-year process. The faculty-based Prior Learning Assessment Academic Policy and Planning Task Force established the first draft policy recommendations in November 2011. Since that time, the cross-functional Prior Learning Assessment Implementation and Advisory Committee collaborated with institution Registrars, Admissions Officers, and Transfer Coordinators to refine the language and ensure recommended policy, in practice, is operationally feasible. Additional information about the work of these groups may be found at https://www.wisconsin.edu/undergraduate-education/expansion/.

Reverse Transfer

The added language articulates reverse transfer policy. Reverse transfer applies to students who transfer from an associate degree granting UW institution or WTCS district, prior to completing the associate degree, and who request to transfer back credit so that they may be conferred the associate degree upon completion of the degree requirements. Current UW Transfer Policy is silent on the practice, though the policy does not disallow the practice. Language was drafted in collaboration with and in response to a November 2013 request of UW System registrars and admissions directors and considering current transfer data and the findings of the Project Win-Win associate degree completion study and considering current transfer data and the findings of the Project Win-Win associate degree completion study. The draft language also anticipates and proactively responds to reverse transfer policy trends across the United States.

Universal Credit Transfer Agreement

These modifications recognize the Universal Undergraduate Credit Transfer Agreement (UCTA) between the University of Wisconsin and Wisconsin Technical College System, which satisfies the requirements of Wisconsin Statute Section 36.31 (2m), effective July 2014. Added language also addresses UW institution and system responsibilities to maintain the agreement. Additional information regarding the UCTA may be found at https://www.wisconsin.edu/transfer/about/administration-area/
You and your faculty and staff may direct any questions about the process or documents to Diane Treis Rusk dtreisruck@uwsa.edu, or (608) 261-1111.

Attachments  ACIS Transfer 6.0 Revisions Draft

cc:  David J. Ward, Interim Senior Vice President, Academic and Student Affairs
     Diane Treis Rusk, Director of Undergraduate Education, UWSA
     Admissions Directors
     Registrars
     Transfer Coordinator Group
     Prior Learning Assessment Advisory and Implementation Committee