

PIEDMONT VIRGINIA COMMUNITY COLLEGE

I – ACADEMIC AFFAIRS POLICIES

I – 05.0 ACADEMIC CREDIT FOR INTERNATIONAL STUDY

Policy #:	I – 05.0
Effective:	November 16, 2009
Revised:	
Responsible Dept.:	VPISS

Purpose

Provide opportunity for students to apply for transfer of international study credits to academic credential completion requirements. This policy pertains to both international students seeking PVCC transfer credit and PVCC students earning credits at foreign institutions during study-abroad experiences.

Policy

Credit from international post-secondary institutions may be awarded upon evaluation by a private evaluation agency approved by the Virginia Department of Education or by a member of the National Association of Credential Evaluation Services. Students requesting credit for English 111 or a higher-level English course must meet the placement test criteria for placement into English 111.

Procedure

1. The student will send official international transcripts to an approved professional organization or agency. The fee for this evaluation and the time required for completion of the evaluation varies with each agency, and is the responsibility of the student.
2. The student will request a course-by-course evaluation. Document-by-document evaluations will not be accepted by PVCC for transfer credit.
3. The student will instruct the evaluation agency to mail an official report directly to:
Registrar
Piedmont Virginia Community College
501 College Drive
Charlottesville, VA 22902
4. The student will complete and submit to the Admissions and Advising Center the Transcript Evaluation Form.
5. The College registrar will apply PVCC standards in determining whether to award credit toward a college academic credential.
6. The student must meet all college residency requirements to receive an academic credential.

Information

A selective list of private evaluation agencies can be found in the Registrar's Office.