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## Approval of Non-Collegiate Organization Policy

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<b>Policy Sponsor:</b>	Office of the Registrar
<b>Policy Contact:</b>	Associate Registrar, Transfer Credit Services
<b>Policy Number:</b>	146
<b>Effective Date:</b>	June 2, 2010
<b>Approval Group:</b>	Athabasca University Academic Council
<b>Approval Date:</b>	June 2, 2010, Motion #224-4
<b>Review Date:</b>	June 1, 2014
<b>Procedures:</b>	<a href="#">Approval of Non-Collegiate Organization Procedures</a>

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### Purpose

Athabasca University (AU) is approached at times by Non-Collegiate Organizations (NCO) to enter into transfer credit and articulation agreements. This policy provides the general guidelines that will be used to approve an NCO's eligibility to submit transfer credit and articulation agreement requests.

### Definitions

<b>Articulation Agreement</b>	A formal agreement with an educational provider that allows the credits earned in a specific program to be applied towards a program at AU.
<b>Non-Collegiate Organization (NCO)</b>	An education provider (including universities, colleges, technical institutes, organizations, employers, and government agencies or departments) operating in Canada or elsewhere, either for-profit or not-for-profit that is one or more of the following: <ul style="list-style-type: none"><li>a) not a member of the Colleges and Institutes Canada or the Association of Universities and Colleges in Canada (AUCC);</li><li>b) a regional or national licensing body not already approved by AU;</li><li>c) an employer not approved by AU;</li></ul>



- d) not an education provider approved to offer credentials in the Province of Alberta by Alberta Advanced Education and Technology and whose courses/programs are in the Alberta Council of Admissions and Transfer (ACAT) guide.

**Transfer Credit**

Credit awarded for the successful completion of post-secondary course work completed at another recognized organization

**Policy Statements**

1. An NCO that wishes to enter into a transfer credit or articulation agreement with AU must undergo the formal review process as described in the [Approval of Non-Collegiate Organization Procedures](#) to determine its eligibility to submit transfer credit and/or articulation agreement proposals.
2. Approval of an NCO's eligibility under this policy does not guarantee acceptance of a transfer credit and/or articulation agreement proposal and only programs that are delivered in the English language will be considered.
3. An NCO that has current transfer credit(s) or articulation agreement(s) in place with an AUCC member will be considered eligible to submit transfer credit and/or articulation agreement proposals without going through the formal eligibility process but may be required to provide AU with some or all of the information that an NCO is required to provide as part of that process.

NCOs may have other forms of agreements in place but only those agreements that provide for the direct transfer of credits from the NCO to the AUCC member institution will be considered under this clause.

4. All transfer credit and/or articulation agreement proposals from an NCO that is deemed eligible to submit proposals shall follow the established principles and guidelines of the Undergraduate and Graduate Transfer Credit policies.
5. On-the-job training and work experience are not eligible for review under this policy.

**Applicable Legislation and Regulations**

n/a

**Related References, Policies, Procedures and Forms**

[Approval of Non-Collegiate Organization Procedures](#)  
[Undergraduate Transfer Credit Policy](#)  
[Graduate Transfer Credit Policy](#)  
[Educational Provider Questionnaire](#)



## **History**

Athabasca University Academic Council, January 31, 2001, Motion #161-3 (revised)  
Athabasca University Academic Council, April 19, 1994, Motion #110-3 (approved)

Replaces Criteria and Process for Evaluating Programs and Courses from Non-Collegiate Organizations for Undergraduate Transfer Credit Policy