

## **MEMORANDUM**

**TO:** Steering Committee  
**FROM:** Committee on Academic Programs  
**DATE:** October 22, 2021  
**RE:** International Credit Transfer and Exchange

### **Background and Charge**

During the 2018-2019 academic year, CAP reviewed the Undergraduate Transfer Credit policy and recommended changes related to domestic programs. In October 2019, Steering charged CAP to review transfer credit policies related to international programs, with close attention to the Undergraduate Transfer Credit policy and the International/Domestic Exchange policy.

### **Method**

CAP sought initial input from stakeholders such as the Center for Global Engagement and the Office of Records and Registration to draft a preliminary recommendation. Tier II testimony was collected through an electronic survey in April and May 2021. The final recommendation was reviewed in September 2021.

### **Modifications to the Policies**

- The International/Domestic Exchange policy was revised to remove references to “National Student Exchange,” as TCNJ no longer participates in this organization.
- The Undergraduate Transfer Credit policy was revised to indicate that international credits earned prior to matriculating to TCNJ must be evaluated by an evaluation agency that is a member of the [National Association of Credential Evaluation Services](#).

### **Final Recommendation**

CAP voted to accept the recommended changes to these policies on September 22, 2021.