

Transfer Credit Assessment Guide

Please read this document in its entirety.

The transfer credit assessment is divided into three columns: the course code of the transfer credit assigned; the type of credit, institution at which it was completed, and breadth category into which it falls; and the credit weight of the transfer credit.

Course Code	Type of Credit	Credit Weight
POL101Y1	Transfer Credit – Equivalent Queen’s University (BR=3)	1.00
ARC2**H1	Transfer Credit – Equivalent George Brown College (BR=1)	0.50
TBB1**H1	Transfer Credit – Equivalent York University (BR=2)	0.50

Column 1: Course Code

The first three letters of the course code indicate the discipline. In the examples above,

POL = Political Science

ARC = Architecture

TBB = Thought, Belief, and Behaviour (a **generic credit**)

The fourth character of the course code – the first number – indicates the level of study of the course.

POL101Y1 is a 100-level course

ARC2**H is a 200-level course

The fourth to sixth characters – the number portion of the course code – indicate whether the course is an exact equivalent to a course offered in the John H. Daniels Faculty of Architecture, Landscape, and Design (Daniels Faculty) or in the Faculty of Arts & Science, or whether it is an unspecified transfer credit that has no exact equivalent.

POL101Y1 is an exact equivalent.

ARC2**H1 is an unspecified transfer credit, with no exact equivalent.

The seventh character, H or Y, indicates the credit weight of the course.

H = half-credit course

Y = full-credit course

The eighth character, 1, indicates that the course is offered on the St. George campus of the University of Toronto, either in the Daniels Faculty or in the Faculty of Arts & Science.

Column 2: Type of Credit

The second column indicates the type of credit (equivalent, exclusion, extra, or retained), the institution at which it was completed, and the breadth requirement category (1 through 5) into which the course falls, if granted a breadth weight.

Column 3: Credit Weight

The third column indicates whether the course is a full-credit (1.00 FCE) course or a half-credit (0.50 FCE) course.

POL101Y1 is a full-credit course, with a credit weight of 1.00

ARC2**H1 is a half-credit course, with a credit weight of 0.50



100-level Credits:

A maximum of 6.0 100-level FCE may be transferred for degree credit. Any additional 100-level courses, whether completed on transfer or once a student is registered in the Daniels Faculty, will be marked as Extra (EXT).

300/400-level Credits:

As a student participating in a CIE-approved learning abroad opportunity, all transfer credits that you receive at the 300+ level from your On-Exchange studies will contribute toward your degree requirements. This does not apply to Letters of Permission or other overseas studies taken that are not CIE-approved “On-Exchange” studies.

Glossary of Terms:

Unspecified Credit:

Unspecified transfer credits can be used to meet breadth requirements, but can only be used to meet program requirements where an exclusion is marked, or at the discretion of the Daniels Faculty or the Faculty of Arts & Science departmental office.

Generic Credit:

A transfer credit for a course for which there is no equivalent discipline (for example, TBB1**H1), assigned according to the Breadth Requirements.

CCR	Creative and Cultural Representations	Breadth Requirement category 1	(BR=1)
TBB	Thought, Belief, and Behaviour	Breadth Requirement category 2	(BR=2)
SII	Society and Its Institutions	Breadth Requirement category 3	(BR=3)
LTE	Living Things and Their Environment	Breadth Requirement category 4	(BR=4)
PMU	Physical and Mathematical Universes	Breadth Requirement category 5	(BR=5)

Retained Credit:

Any courses completed in the Faculty of Arts & Science by students who have transferred to Daniels will be retained, to the maximum of 10.0 full credits allowed on admission to the Daniels Faculty. The grades of all retained courses are included in the grade point average of students in the Daniels Faculty.

Exclusion:

A course in which a student cannot enrol because its content overlaps with one for which transfer credit has been granted. Exclusions are listed in bold in the transfer credit assessment letter. Unspecified transfer credits that exclude a student from a course that is required for a program of study can be used to meet the program requirement. For example, if a student is given a ARC1**H1 transfer credit, and the letter indicates that this student is therefore excluded from ARC100H1, a required course for the Architectural Studies programs, the student cannot enroll in ARC100H1 and will be considered to have completed this program requirement. Students who have been excluded from program requirements by an unspecified transfer credit should bring the exclusion to the attention of the Faculty of Arts & Science departmental office or of the Daniels Faculty. Transfer students may not repeat courses listed as exclusions on the transfer credit assessment unless required by a Faculty of Arts & Science departmental office or the Daniels Faculty to do so in order to meet program requirements (for example, if a minimum grade of 70% is required in the course for program requirements). If a course from which a student is excluded is repeated, the course will be marked as Extra (EXT).

Extra:

A course that does not count for degree credit but can be used for program requirements and breadth requirements. A Daniels Faculty student cannot enroll in more than 6.0 FCE at the 100-level for degree credit; if a student has completed more than 6.0 FCE at the 100-level that are eligible to transfer, any credits above the maximum of 6.0 will be marked as Extra (EXT). A student who has been given a transfer credit as Extra and wants to use the course for program requirements should bring the Extra course to the attention of the Faculty of Arts & Science departmental office or of the Daniels Faculty.

Important Information

See next page

Important Information

- A maximum of 10.0 transfer and/or retained credits are allowed in total. If a student obtains 5.0 transfer credits on admission, the maximum number of transfer credits allowed on exchange or on Letter of Permission is 5.0. A student who is admitted to the Daniels Faculty with 10.0 transfer credits cannot complete transfer credits on exchange or on Letter of Permission.
- Students who either completed a post-secondary degree or diploma, or have completed the requirements for a degree or diploma may receive up to a maximum of 5.0 transfer credits. 4.0 at the 100-level and one (1.0) at the 200-level.
- A maximum of 6.0 100-level FCE may be transferred for degree credit.
- A maximum of 1.0 300/400 level transfer credit may be used towards the fulfillment of the 300/400 level degree requirement for students on Letter of Permission or other overseas studies taken that are not CIE-approved "On-Exchange" studies.
- For students participating in a CIE-approved learning abroad opportunity, all transfer credits that you receive at the 300+ level from your On-Exchange studies will contribute toward your degree requirements (subject to restrictions listed below).
- Transfer credits are only given for courses completed at accredited post-secondary institutions.
- Transfer credits are normally granted for academic courses rather than for practical, clinical or pedagogical courses. Content should be similar to that of courses offered in the Daniels Faculty or in the Faculty of Arts & Science.
- At least one full grade higher than the minimum passing grade at the academic institution at which the transfer student completed the course(s) must be obtained in each course considered for transfer credit.
- Final grades for courses completed at other academic institutions and in other University of Toronto faculties (with the exception of the Faculty of Arts & Science) are not transferred and will not appear on the Daniels Faculty academic record. Faculty of Arts & Science courses and grades are retained and appear on the Daniels Faculty academic record.
- For more information, please refer to our website at www.daniels.utoronto.ca/admission

Appeals of Transfer Credit Assessment

If a transfer student wishes to have a transfer credit re-evaluated, they must submit a letter outlining the reasons along with a detailed description of the course(s) in question to the Transfer Credit Section of the Daniels Faculty (address below). The appeal documentation must be submitted within one calendar year of the date of the final transfer credit assessment, or within one calendar year of the student's first date of registration in the Daniels Faculty, whichever is later.

Address and Contact Information:

Transfer Credit Section
Office of the Registrar & Student Services, Daniels Faculty
Room 100, 1 Spadina Crescent
Toronto, ON M5S 2J5
transfer@daniels.utoronto.ca

