

CORE IMPLEMENTATION POLICY

PURPOSE

The purpose of this policy is to establish guidelines to accept course work into the University's revised Common Core. This policy is consistent with the provisions developed under the Commonwealth Transfer Compact that provides guidelines for students transferring from community colleges to state universities. Policy provisions are also consistent with guidelines established for the transfer of general education course work credits between the four-year state universities.

POLICY

A. For a general education program completed in its entirety at another institution:

1. The WSU Core will be deemed to be completed by any student who satisfies the general education requirement at another Massachusetts state university before transferring to Westfield State University.
2. A student who attains Commonwealth Transfer Compact status at a Massachusetts community college before transferring to Westfield State University will be deemed to have completed all portions of the WSU Core except the 6-credit upper-level requirement.
3. Students enrolled in the Second Bachelor's program through DGCE who have completed a B.A. or B.S. at an accredited college will be deemed to have completed the Westfield State University Core.
4. In all other circumstances, even if a student has completed the general education requirements at another institution, determination of the extent to which the WSU Core has been satisfied will be made on a course-by-course basis following the process noted below (Section B).
5. Students who have completed an approved 34-credit Mass Transfer Block of liberal arts and sciences course work at another Massachusetts public higher education institution before transferring to Westfield may be required to take up to 6 additional credits to ameliorate omissions in areas of the core. These additional 6 credits of core requirements are prioritized

Westfield State University

Policy concerning:

Section Academic
number 1250
page 2 of 3

APPROVED: June 1999 REVISED: ACC 09-186, 2009

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as follows:

- a. Diversity
- b. Mathematics (college algebra does not fulfill a core requirement at Westfield)
- c. Literary & Philosophical Analysis
- d. Appreciation of the Arts
- e. Social Sciences

B. For individual general education core courses completed at another institution:

1. The evaluation of any individual course would follow a “step-by-step” process. The admission officer/academic advisor reviewing the student transcript will move to the next level only if the result of the previous step is not satisfactory to the student.

Step 1: Following guidelines developed in consultation with the appropriate department chair, determine if the transfer course is equivalent to a course in the WSU Core and, if so, accept it as satisfying that core requirement/ or

Step 2: Determine if the course is included in the general education requirements at the student's prior institution and, if so, accept it as satisfying the corresponding category in the WSU Core; or

Step 3: Consult with the department chair in the appropriate area to determine if the course meets the WSU standards for a particular core area.

Appeal: Students not satisfied with the results of the core determination may appeal to the appropriate Dean.

Reporting: Core determination results from Step 1 through Step 3 must be reported in writing to the Registrar for day university students and the undergraduate records coordinator for DGCE students.

C. For general education course work (core) completed at Westfield State

Westfield State University

Policy concerning:

Section Academic
number 1250
page 3 of 3

APPROVED: June 1999 REVISED: ACC 09-186, 2009

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University:

1. Courses which are approved for the new Core may count in the appropriate category for students who elect to complete the old core.
2. Courses approved for the Core will become effective for the next semester they are offered. Students will not be granted core credit for these courses retroactively.
3. Students not satisfied with the results of the core determination may appeal to the appropriate Dean.

REVIEW

This policy will be reviewed annually by the Vice President for Academic Affairs.