

CT State Community Colleges

CT State: Transfer Credit Evaluation

CT STATE
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CT State: Transfer Credit Evaluation

Facilitators:

Jeanette Rivera Epps, Interim Director of Student Orientation and Onboarding

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Caroline Dunlap, Transfer Credit Evaluation Coordinator

Agenda

TCE Coordinators

General Process

Communications

TCE Technology Resources

Student Resources

Key Performance Indicators

Conclusion

CT State Community Colleges

Transfer Credit Evaluation Coordinators

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Transfer Credit Evaluation Coordinators (TCE)



12 TCE's (Transfer Credit Evaluation Coordinators)



Transfer Credit Evaluations are completed by alpha split



On-site TCE Status Information

Staff Member Name	Alpha Split	College Email and Office Phone Number
Mariah Thomas, Associate Director of Transfer Credit Evaluation	E, Z	MThomas@manchestercc.edu 860-512-3214
Simone Bowen, TCE	S, X	SBowen@ncc.commnet.edu 203-857-7010
James Cousins, TCE	G, N	JCousins@nvcc.commnet.edu 203-596-8601
Carrie Dunlap, TCE	A, K	CDunlap@capitalcc.edu 860-906-5217
Rosemary Harris, TCE	P, V	RHarris@txcc.commnet.edu 860-773-1486
Anna Hill, TCE	R, U	AHill@qvcc.commnet.edu 860-932-4114
Priscilla Jefferson, TCE	T, W	PJefferson@ncc.commnet.edu 203-857-7005
Dee Jones, TCE	B, Q	DJones@nvcc.commnet.edu 203-575-8094
Elijah A. Oliver, Sr., TCE	M, Y	EOliver@manchestercc.edu 860-512-3215
Mary-Jo Pallotto, TCE	C, I	MPallotto@gatewayct.edu 203-285-2215
Alanna Readel, TCE	H, F	ARadel@nvcc.commnet.edu 203-437-9638
Yaneshka Tarraza, TCE	D, O	YTarraza@gatewayct.edu 203-285-2014
Elizabeth Vega, TCE	L, J	EVega@gatewayct.edu 203-285-2013

General Contact:
CTState-TranscriptEval@ct.edu

Professional Development

- TCE Trainings
 - In-person
 - Virtual
- TCE Evaluation Process
- Student follow up communications
- Collaborative Student Support

CT State Community Colleges

General Process

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Transfer Policy

- Transfer credit evaluations are performed for accepted degree and/or certificate-seeking CT State CC students based on their current degree program
- All official transcripts, AP/CLEP, IB, Credit for Prior Learning and International transcripts for accepted degree and or certificate seeking applicants are reviewed for Transfer Credit Evaluation
- Credits are transferred in by specified accredited bodies
- Students must complete at least 25% of the minimum credit requirements for degree or certificate through coursework at CT State Community College to meet our graduation residency requirement
- Courses that apply to the student's declared degree and/or certificate program will be granted for transfer with a grade of C- or above, including P (Pass -equivalent to satisfactory grading systems) and will appear on the One College transcript as: TR
- Transfer grades are not included in CT State's calculation of grade point average (GPA)

Accreditation

All official transcripts must be sent from institutions that hold regional accreditation recognized under the Council for Higher Education Accreditation ([CHEA](#))

- New England Commission on Higher Education (NECHE)
- Accrediting Commission for Community and Junior Colleges
- Western Association of Schools, and Colleges (ACCJC)
- Higher Learning Commission (HLC)
- Middle States Commission on Higher Education (MSCHE)
- Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
- WASC Senior College and University Commission (WCSUC)

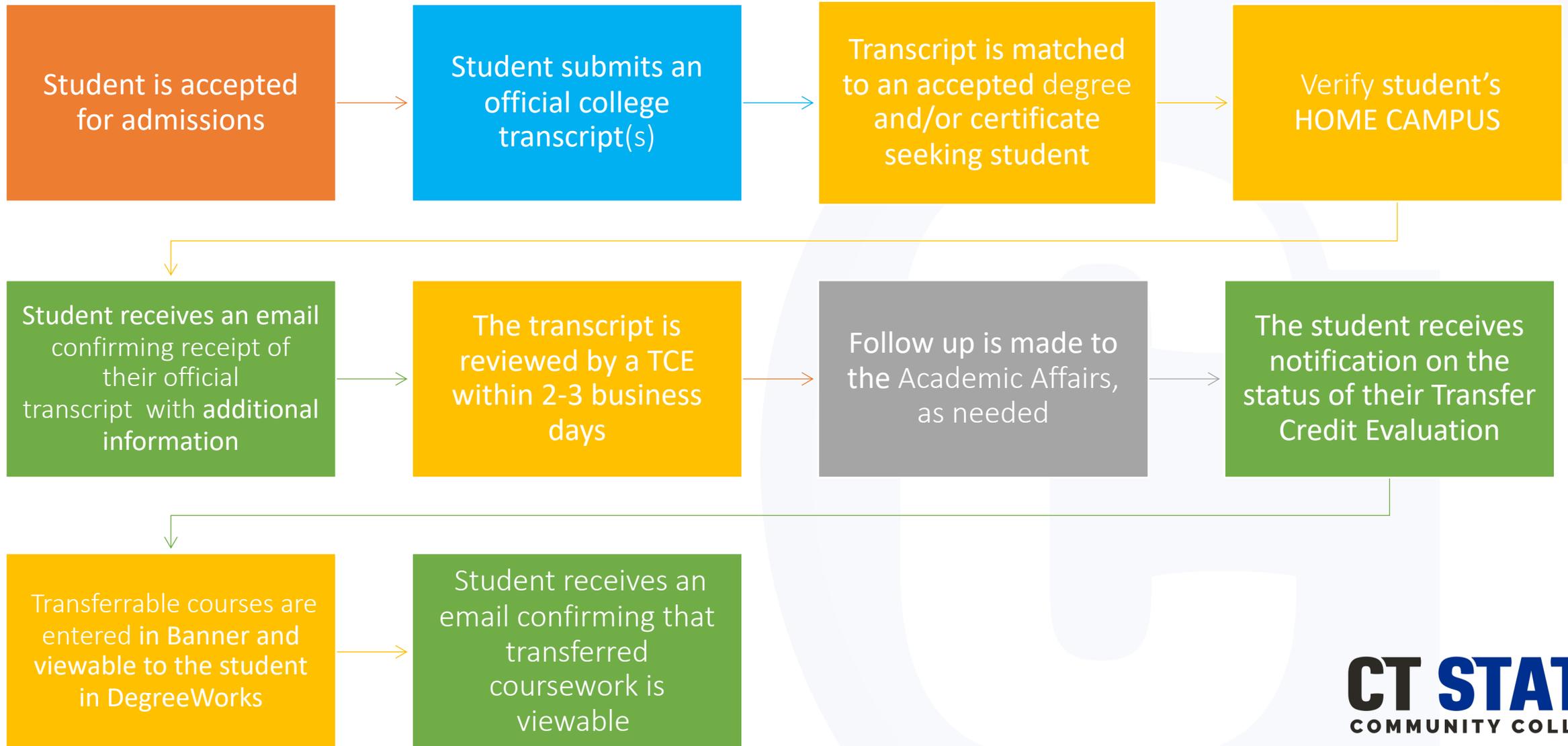
International Transcripts must be Accredited by:

- [NACES](#)
- [AICES](#)

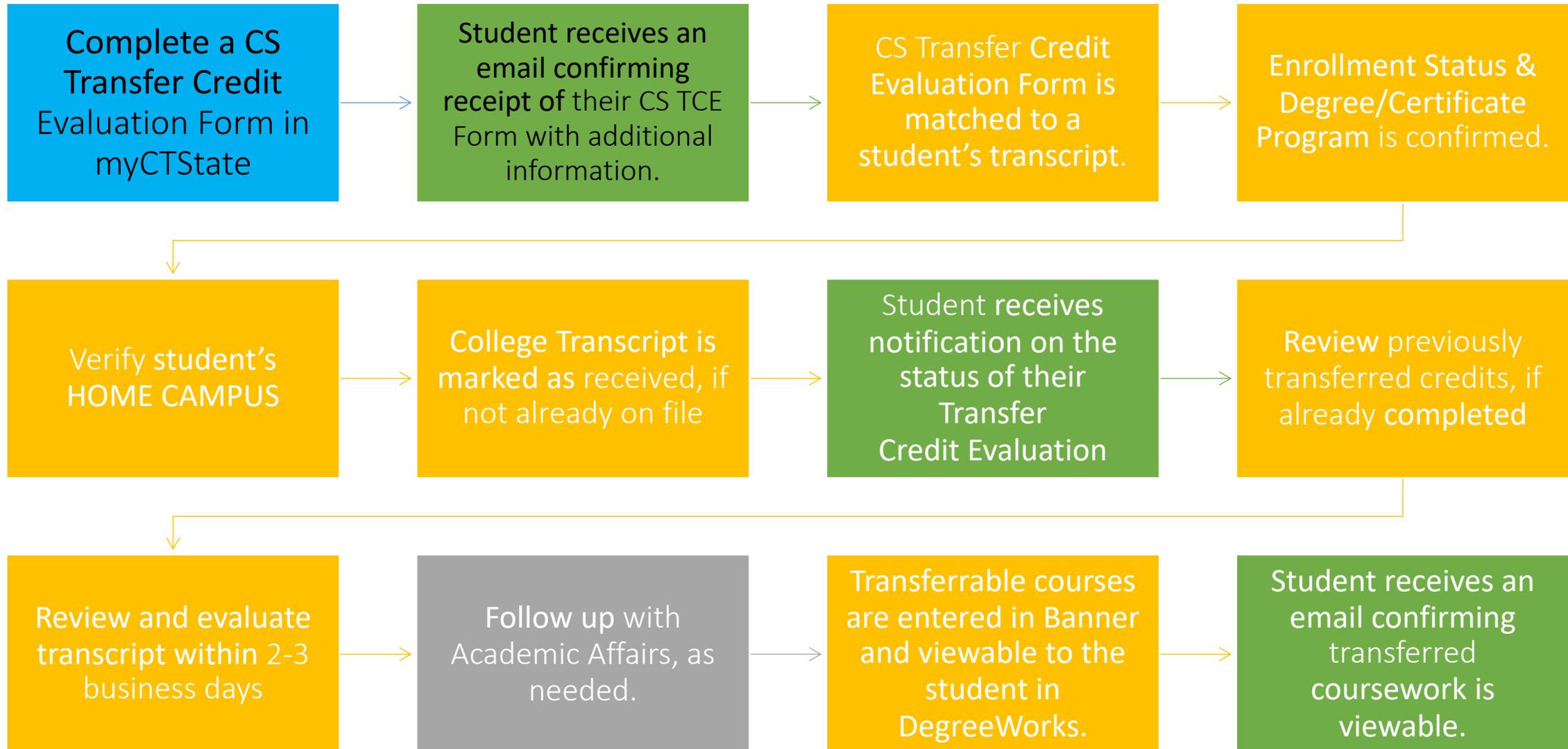
Transfer Eval Process

- Transcripts are reviewed, evaluated, and completed in the order in which received
- Transfer Credit Evaluations are to be completed within 2-3 business days
- Official transcripts must be sent by mail, or electronically , directly from the student's previous college(s) to CT State Community College - Admissions Office to CTState-TranscriptEval@ct.edu OR if using an Electronic Official Transcript System: transcripts must be sent directly to CT State Community College
- **CT State Mailing Address:**
CT State Community College
Attn: Admissions, Transcript Evaluation
185 Main Street
New Britain, CT. 06051

Process Map: New Transfer



Process Map: Continuing Students



AP and CPL

- Advanced Placement (AP) and College-Level Examination Program (CLEP)
 - Statewide Discipline Councils are currently reviewing and recommending courses for governance approval.
 - Until then, we are using each campuses original designations.

CT State Community Colleges

Communications

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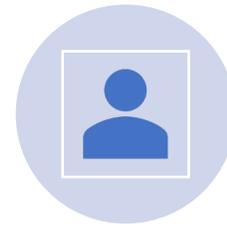
Communication



ENGAGE WITH STUDENTS
UPON ACCEPTANCE &
RECEIPT OF AN OFFICIAL
TRANSCRIPT



SUPPORT STUDENTS
WITH ON-SITE
TRANSFER CREDIT
EVALUATION INQUIRES



TRANSFER CREDIT
EVALUATION STATUS
UPDATE BASED UPON
ALPHA SPLIT



GENERAL TCE MAILBOX:
[CTSTATE-
TRANSCRIPT EVAL@CT.EDU](mailto:CTSTATE-TRANSCRIPT EVAL@CT.EDU)

Student Communications

Transfer Student Communication Plans are built to meet the needs of the student at each phase of their Transcript Evaluation Review through completion.

- Transcript Received Confirmation
- Transcript Credit Evaluation Pending Review
- Transfer Credit Evaluation Complete
- Non-Degree Student – Transcript Received
- No Transferrable Credit
- Transcript Received, No Admissions Application or Acceptance
- Prior College Credit Earned Marked on Admissions Application – Need College Transcript

CT State Community Colleges

TCE Technology Resources

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TCE Technology Resources

- **TES – Transfer Evaluation System**
- **1C Parchment:** <https://www.parchment.com>
- **Transcript Capture**

- 1C Banner
- 1C CRM Recruit
- Degree Works
- Hyland OnBase

TES: Transfer Evaluation System

Transfer Credit Evaluation Coordinators can access up to 174,418 college catalogs and course descriptions.

TES®: Transfer Evaluation System

User: [JEANETTE RIVERA EPPS](#)
Institution:
Account:



Search
Search for course descriptions from a database containing millions of records. Access complete course details, including course title, course code, and credits. View institution profiles, including accreditation, calendar/unit, and more.



Track
Route course descriptions and proposed equivalencies to faculty and staff for evaluation. Track the approval process and add notes as needed. Store the results as an equivalency, if desired, and the log of evaluation activity for later review.



Match
Create and manage course equivalencies between your course inventory and other institutions. Create both simple and complex articulations. Group articulations for uses like program-to-program articulations, general studies packages, or statewide initiatives.



Manage
Administer your TES account. Add users, set user rights, customize your public display, export equivalencies, view usage statistics, and more.

Get the most out of TES

TES Basic Certification is an intensive online workshop held over two half-days, with hands-on instruction and exercises to complete. This training is offered monthly, and there are 15 slots available.

"I like walking through every one of the features and being given examples of how we might use them. I also like the 'try this' opportunities and the homework assignments. Gives us a chance to practice what we just saw. Not as easy as it sounds."

[View sessions and register](#)

 [Help](#)

1C Parchment

Provided the former institution/s have partnered with Parchment to process outbound transcripts, students are strongly encouraged to send their transcripts electronically to CT State Community College through Parchment.

CREATE ACCOUNT SIGN IN CUSTOMER SUPPORT

parchment Order Who We Serve Resources About

Turn Credentials Into Opportunities

More than 10,000+ members trust Parchment to help turn credentials like transcripts and certificates into opportunities.

ORDER, CLAIM, MANAGE & VERIFY ACADEMIC RECORDS

I Would Like To...

Already have an account? [Sign In](#)

Welcome to Parchment! 🙌

Interested in learning more about our services? Let me help you find your way.

Tell me a bit about yourself:

- I am a student/alumni/parent
- I represent a school/organization

Transcript Capture

Automated Transfer Course Data Capture and Processing

The screenshot displays the Brainware Intelligent Capture Verifier software interface. On the left, a search window titled "Search Candidates" is open, showing a list of institutions. The main window displays a preview of an "American River College Official Transcript" for Christina Spears, Student ID: 090237, born 01/31/1986. The transcript shows course data for Fall 2009 and Spring 2011. A table of course data is visible in the bottom left corner of the software interface.

Term	Course Number	Description	Grade	Earned	Grade Points
1 FALL 2009	CISP 370	Beg Visual Basic	A	4.00	16.000
2 FALL 2009	ENGWR 300	College Composition	B	3.00	9.000
3 FALL 2009	MATH 400	Calculus I	B	5.00	15.000
4 SPRING 2010	CHEM 400	General Chemistry	B	5.00	15.000
5 SPRING 2010	FITNS 412	Martial Arts - Taekwondo	A	1.00	4.000
6 SPRING 2010	MATH 401	Calculus II	A	5.00	20.000
7 SPRING 2010	PHYS 410	Mechanics Solids & Fluids	C	5.00	10.000
8 FALL 2010	ARTNM 326	Dgtl Photo - Imgry- Photoshop	A	3.00	12.000
9 FALL 2010	MATH 402	Calculus III	B	5.00	15.000
10 FALL 2010	PHYS 421	Electricity & Magnetism	A	4.00	16.000
11 FALL 2010	SPEECH 301	Public Speaking	B	3.00	9.000
12 SPRING 2011	INDIS 321	Intro to Group Tutoring	A	1.00	4.000
13 SPRING 2011	ANTH 330	Magic / Witchcraft / Rel	A	3.00	12.000
14 SPRING 2011	FITNS 380	Circuit Weight Training	A	1.00	4.000
15 SPRING 2011	MATH 420	Differential Equations	B	4.00	12.000
16 SPRING 2011	MUSIC 230	World Music	D	2.00	8.000

AMERICAN RIVER COLLEGE Official Transcript
Name: Spears, Christina
Student ID: 090237
SSN: 888-88-0026
Birthdate: 1986-01-31
Print Date: June 03, 2011
4700 College Oak Drive
Sacramento, CA 95841
Transcript not official without seal and signature
Robin Neal (Registrar)

Spring 2011

Course	Description	Attempted	Earned Grade	Points	
ENRIS 321	Intro to Group Tutoring	1.00	1.00 A	4.000	
MATH 330	Math/Calculus/Pre	3.00	3.00 A	12.000	
FITNS 380	Circuit Weight Training	1.00	1.00 A	4.000	
MATH 420	Differential Equations	4.00	4.00 B	12.000	
MUSIC 230	World Music	3.00	3.00 B	9.000	
FITNS 431	Feat. Waves, Light & Mod Phys	4.00	4.00 B	12.000	
TERM GPA:	3.113	TERM TOTALS:	16.00	16.00	53.000
CUM GPA:	3.288	CUM TOTALS:	59.00	59.00	194.000

Summer 2011

Course	Description	Attempted	Earned Grade	Points	
PHYS 300	Physical App/Hub	3.00			
MATH 351	Physical App/Hub Lab	1.00			
PHYS 356	Human Sexuality	3.00			
TERM GPA:	0.000	TERM TOTALS:	0.00	0.00	0.000
CUM GPA:	3.288	CUM TOTALS:	59.00	59.00	194.000

ARC Career Totals

CUM GPA:	CUM TOTALS:
3.288	59.00 59.00 194.000

VERIFIED JUN 07 2011 ADMISSIONS OFFICE

VERIFICATION: JUN 07 2011 ADMISSIONS OFFICE

ACCREDITED BY WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES

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VERIFY THIS DOCUMENT'S AUTHENTICITY INSTANTLY! See security features built into this paper on reverse side.

Transcript Capture Timeline

Project Phase	Start Date	End Date
01 Initiation	9/6/2022	11/11/2022
<u>02 Discovery</u>	11/28/2022	1/27/2023
03 Implementation	1/30/2023	6/16/2023
04 Training	6/19/2023	6/23/2023
05 Testing	6/26/2023	7/21/2023
06 Go Live	7/24/2023	8/11/2023

Hyland OnBase



Transfer Credit Evaluation Coordinator Daily Workflow Streamlined TCE Process

Search...

- Combined Inbox
- CSCC - Admissions Student Forms
- CSCC - Admissions Transcripts
- ADM No Student Record (60 Day Hold)...**
- ADM Awaiting Acceptance (33)
- ADM Transcript Evaluation (7)
- ADM Transfer Credit Complete (30 Day H...
- ADM Review For Deletion (152)
- CSCC - Student Portal

lc	Document Date	Name	Institution	First Name	Last Name
	3/20/2023	[REDACTED]	MACC	[REDACTED]	[REDACTED]
	3/20/2023	[REDACTED]	MACC	[REDACTED]	[REDACTED]
	3/20/2023	[REDACTED]	MACC	[REDACTED]	[REDACTED]

ADM No Student Record (60 Day Hold) | WF CSCC Name Filter | 127 Items

Primary Viewer

ADM Transcript College - 3/20/2023 - - SANTIAGO, EMILIA - UNIVERSITY OF PITTSBURGH OFFICIAL PARCHMENT | 1 / 2 Pages

Hyland OnBase: Current Student

TCE Daily workflow of evaluating a transcript(s) for those currently enrolled includes an alert from specified *Admissions Student Forms*

Search...

- Combined Inbox
- CSCC - Admissions Student Forms
- CSCC - Admissions Transcripts
 - ADM No Student Record (60 Day Hold)...
 - ADM Awaiting Acceptance (33)
 - ADM Transcript Evaluation (7)
 - ADM Transfer Credit Complete (30 Day H...
 - ADM Review For Deletion (152)
- CSCC - Student Portal

CT State Community Colleges

Student Resources

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Student Resources

Transfer Credit Evaluation General Contact Information

- CTState-TranscriptEval@ct.edu

List of verified Electronic Transcript Services

- Parchment: <https://parchment.com>
- College Board: <https://collegeboard.org>
- National Student Clearinghouse: <https://www.studentclearinghouse.org/>

List of NACES and AICE agencies that provide assistance in the interpretation of international academic documents in terms of US equivalents.

Most Frequently Used NACES Agencies:

- World Education Services, Inc.: www.wes.org
- Educational Credential Evaluators, Inc: www.ece.org
- Educational Records Evaluation Service, Inc.: www.eres.com
- Center for Applied Research, Evaluations, and Education, Inc.: www.iescaree.com

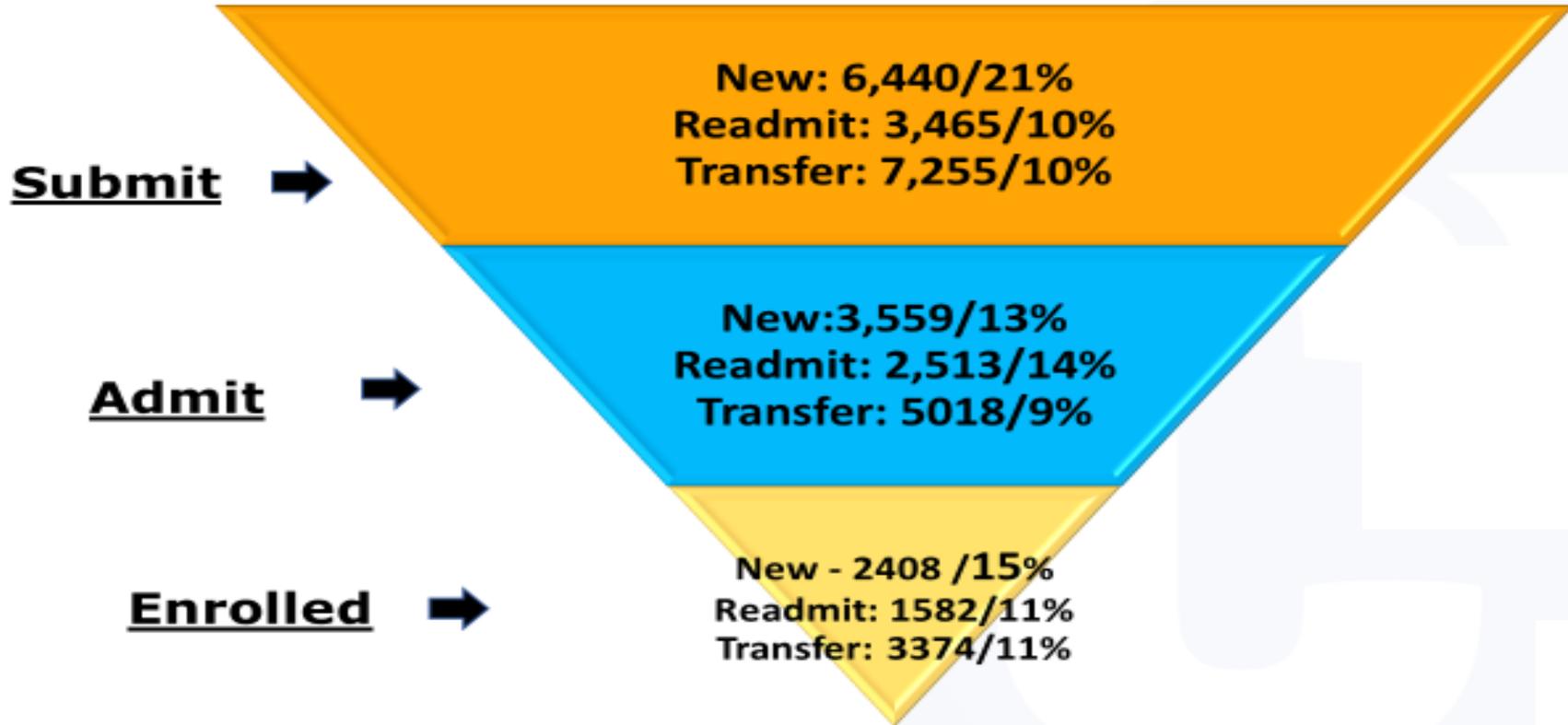
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Key Performance Indicators

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Applicant Funnel by Admit Type



Top Feeder Colleges

1. CSCU System Colleges: WCSU, SCSU, ECSU, CCSU
2. CUNY Colleges
3. Goodwin University
4. Post University
5. Sacred Heart University
6. University of Bridgeport
7. University of Connecticut
8. University of Hartford
9. University of New Haven
10. University of Saint Joseph

Improve Transfer Student Experience

- **Barriers within the enrollment processes include –**
 - Financial constraints or concerns
 - Personal circumstances or obligations
 - Changes in the availability of classes or resources
 - Lack of communication/guidance from school officials
- **Solutions:**
 - Transfer student scholarships
 - Mental Health & Wellness Center
 - Open Access CT State Course Schedule
 - Increase communications and dedicated TCE Staff
 - Evaluations completed after acceptance, not registration
 - TCE Professional Development and Training Guides

Live Q & A

Questions may be entered in the chat...

If you have any other questions after this webinar, feel free to email us:

CTState-TranscriptEval@ct.edu

CT State Community Colleges

Contact Us:

CTState-TranscriptEval@ct.edu

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