

Credit Transfer and Recognition of Prior Learning Policy

In order to earn a degree from ADPoly, a student must earn credits that fulfill the program requirements for graduation which are distributed among general education requirements (college requirements), major program requirements, and electives, as defined by the study plan for each program. This policy addresses the awarding of credits for the recognition of prior learning. Newly enrolled students at ADPoly may be awarded credit and/or satisfy college requirements in the following ways:

- Nationally and internationally recognized tests (EmSAT, IELTS, TOFEL, SAT, AP, IB, or any other certified exams recognized by ADPoly)
- Articulation agreement with another institution
- Transfer course credits from another accredited institution

Nationally and Internationally Recognized Tests

Nationally and internationally recognized tests include Emirates Standardized Test (EmSAT), International English Language Testing System (IELTS), Test of English as a Foreign Language (TOEFL), Scholastic Aptitude Test (SAT), Advanced Placement (AP), and International Baccalaureate (IB).

Students who request college credit or fulfillment of college requirements for EmSAT, IELTS, TOFEL, SAT, AP, IB and/or any other certified examinations taken in high school (i.e., before a student matriculates in the College) are asked to submit an official valid certification detailing their scores.

Transfer Course Credits from other Institutions

Admitted students to ADPoly might transfer credits courses completed at other accredited (licensed) internal or external institutions for degree credit at ADPoly. Courses and credits earned at other institutions and accepted for transfer at ADPoly will be listed in the student's transcript and designated with a letter (T). These credit courses will not be included either in student's GPA or CGPA.

Admitted students who are seeking to transfer credit courses must submit their valid attested documents including original credit courses transcript, course syllabi, and/or other evidence to the Student Services Office upon the acceptance at ADPoly by the second week of their first semester. The documents will be evaluated by the articulation committee toward credit course transfer by the department offering the course(s) within two weeks. The transferrable credit courses for undergraduate are courses completed at other accredited (licensed) institutions either with grade of at least C and above ($\geq C$) or with Pass for Pass/Fail courses only. The maximum number of credit courses that might be accepted for transfer cannot exceed 50% of the total course credits required for graduation at ADPoly.

General Conditions

- Students transferring from other institutions (internal or external) into same program major, should provide valid documentations and are in a good academic standing (CGPA ≥ 2.0 out of 4.0 points scale, or equivalent);
- Students transferring from other institutions (internal or external) who are not in a good academic standing are allowed to transfer to a different program from the one which the student is transferring.
- The final decision to grant credit is at the discretion of ADPoly, and any units of credit awarded will appear on the student's official academic record with a letter "T".
- Credit grant can be given only once for same course even if it was taken at two different institutions.
- Transfer undergraduate credits are only granted for courses with an overlap of 80% or more similarity between course learning outcomes (CLOs) and in which the student earned a grade of C (2.0 on a 4.0 scale) or better; and, for courses with at least the equivalent or greater credit value to ADPoly's course.
- As per accreditation standards, credits for training, internship, and graduation projects cannot be transferred from another institution to satisfy ADPoly degree requirements.

- All credits awarded towards a degree by showing recognition of prior learning or taking courses out of the college (with prior ADPoly approval) and/or transferred from other institutions should not exceed 50% of the total number of credits which are required to complete a degree at ADPoly;
- ADPoly treats credits taken under an articulation agreement with another institution as transfer credit.
- Only students who transfer from a Commission for Academic Accreditation (CAA) accredited institution in the UAE or from a foreign institution of higher learning based outside the UAE and accredited in the country of origin are eligible for transfer admission and credits.
- A timely written notification will be provided to the student, prior to registration, of transferability of credit, and how much credit is granted toward the degree program.
- The Academic Support Department (ASD) at ADPoly will provide regular updates of articulation tables and guidelines for accepted scores of nationally and internationally recognized exams that satisfy college requirements.
- Tables (1 & 2) below (Test Score Table) provide a detailed list of accepted challenge exams and scores required to earn credit at ADPoly.

Table 1. Recognition of Prior Learning for national and international certified exams.

Subject at ADPoly	EmSAT Subject	EmSAT Score	SAT Subject	SAT Score	AP Subject	AP Score	IB Subject	IB Score	Course Credit
Chemistry I (CHEM1011 and CHEM1012)	----	----	----	----	Chemistry	4	Chemistry (SL)	6	4
							or		
							Chemistry (HL)	5	
Pre-Calculus MATH1001	EmSAT Math	>1500	Mathematics Level 2	>640	----	----	Mathematic Studies	6	3
Calculus I MATH1010	----	----	----	----	Calculus AB	4	Mathematic (SL)	6	6
					or		or		
					Calculus BC	3	Mathematic (HL)	5	
Calculus II MATH1020	----	----	----	----	Calculus BC	4	Further Math (HL)	5	9
Physics I (PHYS-1011 and PHYS-1012)	----	----		----	Physics C-Mech	4	Physics – (SL)	6	4
Physics II (PHYS-1013 and PHYS-1014)	----	----	----	----	Physics C-Mech	4	Physics – (HL)	5	8
					and				
					Physics C-E&M				

References:

EmSAT: <http://emsat.moe.gov.ae/emsat/Default.aspx>

SAT: <https://collegereadiness.collegeboard.org/sat>

Bench marking:

1. Virginia Polytechnic Institute and State University, VA, USA.
2. California Polytechnic State University, CA, USA.
3. Rensselaer Polytechnic Institute, NY, USA.

Website: <https://bigfuture.collegeboard.org/find-colleges>

Table 2. Criteria for English: Test Score Comparisons

EmSAT*	IELTS* International English Language Testing System	CEPA Common Educational Proficiency Assessment	TOEFL Test of English as a Foreign Language	CEF Common European Framework	Cambridge	PTE Pearson Test of English (Academic)
675	4 ³ limited	165 ²	n/a	A1/A2 ⁵	n/a ⁶	<30 ⁷
950-1075¹	4.5 limited	170	450 (139 CBT, 51 iBT) ¹	A2/B1	147-153 ¹	31-35 ¹
1100-1225	5 modest	175	500 (173 CBT, 61 iBT)	B1/B2	154-161	36-41
1250-1375	5.5 modest	180	530 (197 CBT, 71 iBT)	B2	162-168	42-49
1400-1525	6 competent	185	550 (213 CBT, 79- 80 iBT)	B2	176-184	50-57
1625²	6.5 competent	190	n/a	B2	n/a	58-65 ⁷
1750	7 good	195	n/a	C1	n/a	65-72
1850	7.5 good	200	n/a	C1	n/a	72-78
2000	8 very good	205	n/a	C1	n/a	78-82
n/a	8.5 very good	210	n/a	C2	n/a	82-86
n/a	9 expert	n/a	n/a	C2	n/a	86-90

*Acceptable entrance to ADPoly for English (EmSAT-1100 or IELTS 5.0)

<p>1. Information retrieved from CAA (2017). "Standards for Institutional and Program Accreditation."</p> <p>2. Interpreting CEPA Scores: FAQ - ws1.moheer.ae. (n.d.). Retrieved September 7, 2016, from http://ws1.moheer.ae/cepa/Files/Interpreting_CEPA_Scores.pdf</p> <p>3. TOEFL and IELTS Score Comparison. (n.d.). Retrieved September 7, 2016, from http://www.iau.la/download/TOEFL_IELTS_score_comparison.pdf</p> <p>4. Compare TOEFL® Scores. (n.d.). Retrieved September 07, 2016, from https://www.ets.org/toefl/institutions/scores/compare/</p> <p>5. IELTS-Common European Framework. (n.d.). Retrieved September 7, 2016, from http://www.ielts.org</p> <p>6. Comparing scores on Cambridge English: Advanced (CAE) and IELTS. (n.d.). Retrieved September 7, 2016, from http://www.cambridgeenglish.org/images/28894-cae-comparing-scores.pdf</p> <p>7. Scores - Pearson. (2014). Retrieved September 07, 2016, from http://pearsonpte.com/test-takers/results/</p>
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