TRANSFER CREDIT SERVICES

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HISTORY OF FOOTNOTES

- Footnotes (FN) were created to accommodate special circumstances that couldn’t be communicated in SIS due to screens limitations.
- Definitions of footnotes have evolved over time to provide additional guidance and ensure compliance with University and MHEC transfer policies.

WHAT ARE TRANSFER CREDIT FOOTNOTES

Transfer credit footnotes provide additional information regarding the:
- status of a transfer course evaluation
- acceptability of a transfer course by UMD
- applicability toward satisfying degree requirements
- restrictions for awarding of transfer credit for current UMD students
VIEWING TRANSFER CREDIT FOOTNOTES

TCEQ (Transfer Course Equivalency Lookup) screen in SIS

Put the cursor on the course and hit F5 for more information

Transfer Course Database - https://www.sis.umd.edu/tce/

Mouse over the FN for more information

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Footnote</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCJ3211</td>
<td>CRIMINAL INVESTIGATION</td>
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<tr>
<td>CCJ3215</td>
<td>ORGANIZATION &amp; ADMIN</td>
<td></td>
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<tr>
<td>CCJ3216</td>
<td>POLICE OPERATIONS</td>
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<tr>
<td>CCJ3221</td>
<td>CRIMINAL LAW</td>
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<td>CCJ3221HM</td>
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</tr>
<tr>
<td>CCJ3222</td>
<td>CRIMINAL EVIDENCE</td>
<td></td>
</tr>
</tbody>
</table>

Footnote Codes:
- 17 - Currently enrolled UMD students will net receive permission to take this course for credit
- 24 - Lower level to meet prerequisite of upper level
LIMITATIONS

- Maximum of three FNs per transfer course
- May need a text note to further define the FN, which can only be viewed in SIS on the TCEQ screen
- Inconsistency in how FNs have been applied
- FNs display on the unofficial transcript, but not on the SRECORD screen in SIS

UNOFFICIAL TRANSCRIPT

Click on the FN link to bring up a list of definitions

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1408</td>
<td>ADMIN OF JUSTICE</td>
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<tr>
<td>INTRO HUMAN COMM</td>
<td>3.00 COMM107</td>
<td>F50C</td>
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<td>INTRO STUDY OF ETHICS</td>
<td>3.00 PHIL140</td>
<td>DS/H</td>
<td></td>
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<tr>
<td>INTRO STUDY RELIGION</td>
<td>3.00 PHIL256</td>
<td>DS/H, DVUP</td>
<td></td>
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<tr>
<td>GENERAL PSYCHOLOGY</td>
<td>3.00 PSYC100</td>
<td>DS/H or DS/H</td>
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<tr>
<td>1501</td>
<td>INTO SOCIOCUL ANTH HONOR</td>
<td>3.00 ANTH260</td>
<td>DS/H, DVUP</td>
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<tr>
<td>CRIMINAL INVESTIGATION</td>
<td>3.00 CC3510</td>
<td></td>
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</tbody>
</table>
DEFINITIONS

NS (Needs Syllabus)
• A detailed syllabus is required for the course to be evaluated for acceptance by UMD

PE (Pending Evaluation)
• The department is reviewing the course content to determine if and how the course is accepted by UMD for transfer

DEFINITIONS

44 (Subject Individual Review)
• Syllabus is required for the course to be evaluated each time it is transferred to UMD.
• Typically used for special topics courses with varying content

99 (Refer to Course Note)
• Additional information is available in a text note for the course
• Can only be viewed on the TCEQ screen in SIS
VIEWING FN 99

- Put your cursor on the course and hit F5
- Type an X in the note number green line and hit enter

DEFINITIONS

**PF (Portfolio Review)**

- An exemption from ENGL101 may be requested through the English Department's Academic Writing Office
- L1 (lower-level) elective credit is earned for the transfer course
- If the exemption is granted the requirement is waived. A notation will display on the student's record stating Fundamental Studies Academic Writing is Met via Portfolio
DEFINITIONS

24 (Freshman/Sophomore Credit Only)
• Credit is awarded at the freshman/sophomore level only
• Used for a course from a 2-year institution transferred to UMD as equivalent to 300 or 400 level course
• Courses may not be repeated for upper-level credit at UMD

DEFINITIONS

21 (2 Courses Meet 1 at UMD)
• 2 or more transfer courses are needed to equate to one course at UMD
• Typically used for science courses with separate lecture and lab

63 (Lab Doesn’t Transfer without Lecture)
• Lab portion of the course does not transfer to UMD without a satisfactory grade in the corresponding lecture
DEFINITIONS

17 (No Advance Permission)
- Current UMD students WILL NOT receive credit for a course taken at another institution
- PTE requests for these courses need to be denied by the advising college
- Course content is a partial match to a UMD course and there are typically key elements missing that native students are expected to know.
- Does not apply to newly admitted students or students who have stopped-out of UMD

DEFINITIONS

MH (Gen Ed Under MHEC Only)
- Awarding general education (CORE/GenEd) credit to newly admitted students based on MHEC (Maryland Higher Education Commission) policy.
- Used in conjunction with FNs 18 and 19 for courses from Maryland public institutions only
- Does not apply to current UMD students
- Available to students who have stopped out of UMD
MH FOOTNOTE ONLY

- CLAST70 is approved at UMD as HL for CORE and DSHU for GenEd, but at Montgomery College the course is also diversity. The MH alone is placed on the course to let us know the diversity was added for both CORE and GenEd.

DEFINITIONS

18 (No CORE if UMD Student)
- Current UMD students may receive credit for the course, but may NOT use the course to satisfy a CORE requirement
- Newly admitted students may receive CORE credit for the course

19 (No GenEd if UMD Student)
- Current UMD student may receive credit for the course, but may NOT use the course to satisfy a GenEd requirement
- Newly admitted students may receive GenEd credit for the course
**ACCEPTABILITY OF X**

- A red X will appear in the acceptability column for courses with FNs of 17, 18 or 19, which prevents the student from initially receiving credit for the course.
- Transfer Credit Services can change the X to Y if the course meets the established criteria to award transfer credit.
- For FNs 18 and 19, the CORE or GenEd codes will be removed at the time the acceptability is changed for current UMD students.

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**DEFINITIONS**

**P1 (Grade of A or B allows PHYS161)**
- PHYS161 credit can be granted if a grade of A or B is earned.

**P2 (Grade of A or B allows PHYS260/261)**
- PHYS260/261 credit can be granted if a grade of A or B is earned.