Other Credits Tab

What is the Other Credits Tab?

The Other Credits tab in Transfer Portal allows a student to enter prior learning exam credit and understand how those scores can transfer for credit towards a particular degree.
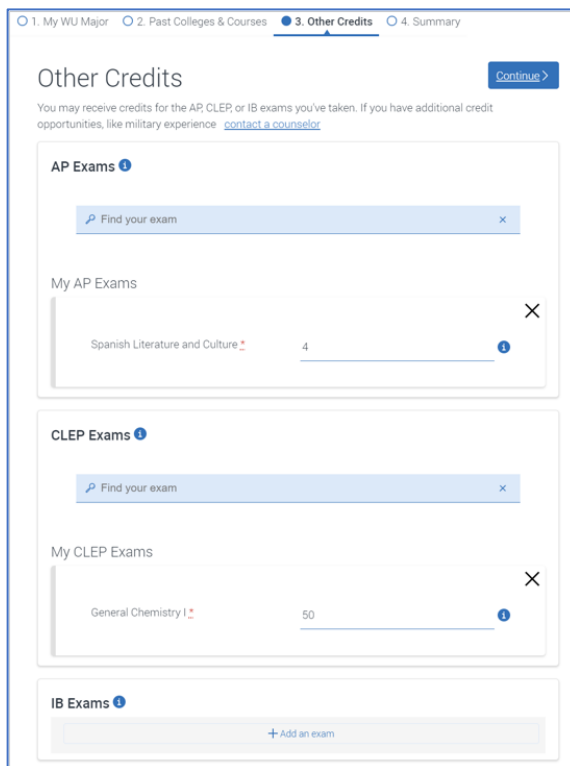
Feature Overview

The Other Credits tab is the third tab where students can enter information from their transcript into Transfer Portal. This tab prompts a student to enter their prior learning exams (e.g., AP, IB, and CLEP) and their awarded scores.

Students will search for their exam the same way they search for their prior coursework on the Colleges & Courses tab, using the predictive text search bar. Students are required to enter the score they received on the exam. Transfer Portal will validate the students' score, with AP requiring a course between 1 and 5, CLEP requiring scores from 20-80, and IB requires scores between 1 and 7.

If a student cannot find the exam using the search bar, they are prompted to contact a counselor to determine if their completed exam is accepted at the institution.

The Transfer Portal will reference the existing course equivalencies in your Student Information System (SIS) and allocate credits as appropriate, based on the student's score.

Custom Messages & Configuration
The Other Credits headers and descriptive text can be customized. The sections that can be customized are highlighted below, the description area supports Rich Text Editing. Exam types are configurable, depending on which exam types are transferable and should be displayed in the Transfer Portal (e.g., AP, IB, CLEP, DANTES).

Frequently Asked Questions
1. My institution also accepts military credit, can we add that to the Other Credits tab?
    a. *Yes, you can add military credit to the Other Credits tab or to the Colleges & Courses tab. Talk to your EAB Support Team about possible options.*
2. My institution does not accept one, some, or any of the exams listed on this page. Can we customize this page at all?
    a. *Yes, you can customize this page based on transferrable exam types.*
3. Can we change the name of the Other Credits? How do we make those changes?
    a. *Yes, you can change the other credits names (e.g., AP Exams to AP). All other credits name changes must go through your EAB Support Team and are not currently available to you in Site Setup.*

Related articles
1. Colleges & Courses Tab