

**UNIVERSITY OF KENTUCKY
COLLEGE OF ENGINEERING**

POLICY ON THE TRANSFER OF ENGINEERING COURSES

The following policy is intended to establish a uniform procedure for an institution to obtain prior approval for the transfer of courses for credit as College of Engineering Courses. This policy applies to regionally-accredited institutions in the U.S. that do not offer engineering programs accredited by the Engineering Accreditation Commission of ABET and to foreign accredited colleges and universities with which the UK College of Engineering has a credit-transfer, twinning, or other similar program or arrangement.

The engineering courses eligible for transfer credit are lower-division (100- and 200-level) courses (e.g., EE 221, Circuits I; EM 221, Statics; ME 220, Engineering Thermodynamics I) and the following two 300-level courses: EM 313, Dynamics, and EM 302, Mechanics of Deformable Solids. Other engineering courses may be approved on a case-by-case basis.

If an institution wishes prior approval of a course to be accepted for transfer credit, it is requested that the following information be provided for evaluation:

1. Name and number of course proposed, plus name and number of corresponding UK College of Engineering course.
2. Title, author, and publisher of required textbooks(s).
3. Syllabus of the course, showing subject content and textbook assignments. (It is highly recommended that the syllabus contain a list of student learning outcomes appropriate for the course.)
4. Sample tests and examinations.
5. List of homework problems required.
6. Examples of graded student papers, ranging from poor to good for homework, tests, and examinations.

The requested information is identical to that which is made available by the College of Engineering to the ABET review team during accreditation inspections.

If it can be demonstrated that a course which is under consideration by the UK-COE for credit transfer has already been granted equivalency by an ABET accredited program, the UK-COE would grant an appropriate equivalency commensurate with its curriculum.

This policy becomes effective at the start of the 2006 spring semester. After approval for a particular course is given, the approval will remain in force for a period of six (6) years. For renewal of the equivalency, documentation that there has been no significant change in learning outcomes, course coverage, textbook (except for new editions), grading standards, and types of graded assignments must be submitted to the Dean of the College of Engineering or his/her designate. (Note: In a November 2006 interpretation of the transfer policy by the College's Directors of Undergraduate Studies, it was stipulated that a syllabus must also be submitted to show that there are no changes in course content.) Any time there are changes in the course for

which equivalency has been granted (even within the 6-year cycle), the institution should submit new materials for consideration by the appropriate UK department.

At this time, all correspondence and materials should be directed to:

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Institutions are encouraged to contact the appropriate department chairperson if there are questions about specific courses.

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