



Policy: Non-Accredited Institutions

Effective: June 1, 2019

Responsible Department: Registrar Office

Policy: "Accredited" refers to a degree granted by an institution accredited by an agency recognized by the Council for Higher Education Association (CHEA) or the Department of Education (DOE). The transfer of credit from non-accredited institutions requires additional approvals.

- 1.0 Recognition by CHEA affirms that the standards and processes of the accrediting organization are consistent with the academic quality, improvement and accountability expectations that CHEA has established, including the eligibility standard that the majority of institutions or programs each accredits are degree-granting.
- 2.0 The school dean or department chair will approve non-accredited institutions for transfer credits for undergraduate students then communicate this approval to the Registrar's Office.
- 3.0 The graduate, seminary, or adult degree-completion program's director in consultation with the chair and the school dean will determine whether courses from a non-accredited institution may transfer into one of the residential or online degree-completion, graduate, or seminary programs or fulfill advanced standing requirements. This approval must then be communicated to the Registrar's Office.
- 4.0 Many questions may be answered by the non-accredited institution's registrar or academic office. At minimum, the following will be used evaluate degrees from non-accredited institutions:
 - 4.1 The credentials of the institution's faculty
 - 4.2 Whether Grace has had any history with the school or its students
 - 4.3 Reasons it is not accredited
 - 4.4 Other institutions that accept its credits
 - 4.5 Seat time and/or credit hour equivalencies
- 5.0 The registrar will maintain a list of approved non-accredited institutions.
- 6.0 Applicants with non-U.S. credentials that are not recognized by CHEA are required to submit their original educational credentials (i.e., transcripts, degree certificates, mark sheets) directly to an evaluation service. Grace College and Seminary recommends AACRAO International Education Services (IES) about will also consider evaluation reports from any member of the National Association of Credential Evaluation Services (NACES).

Revision Process and History

- All revisions to the policy must be approved by Provost Council, Academic Affairs Committee/Non-traditional Academic Affairs committee.

Date	Description of Revision
05-14-2019	Transferred policy to new policy template