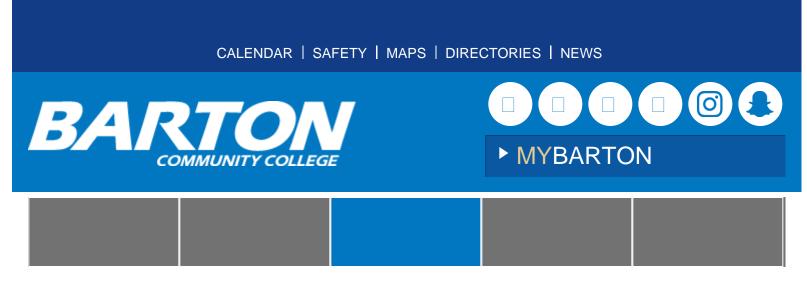


HLC Accreditation Evidence

Title: Send a Transcript to Barton

Office of Origin: Vice President of Student Services - Registration and Enrollment Services



Transcript Requests & Transfer Send a Transcript to Barton

Send transcripts to the following address:

Barton County Campus Attn: Enrollment Services 245 NE 30 Rd. Great Bend, KS 67530

Contact the Enrollment Services Office at enrollmentservices@bartonccc.edu for questions.

High school and college transcripts must be mailed directly from the granting institution to Barton Community College or hand delivered in a sealed envelope. The hand delivered transcript must be placed in the school letterhead envelope with the Registrar's signature or school stamp imprinted on the sealed back flap. Opening the envelope will render that transcript invalid. (No exceptions) Faxed transcripts will not be accepted as official transcripts. For any questions regarding the receipt of foreign transcripts contact the Barton Registrar.

All lower division (freshman and sophomore level) college courses on your official college transcript will be evaluated and entered on your Barton transcript as transfer courses equivalent to courses offered at Barton. Transfer credit entered on any student's Barton academic history cannot be removed. Check your <u>MyBarton</u> <u>Portal</u> regularly to review your transfer course credit, especially if you have credit coming from multiple sources.

Barton accepts transfer credit earned at regionally accredited colleges in the United States. Transfer credits will be accepted from colleges and universities starting from the year they are accredited or hold candidacy status with the North Central Association of Colleges and Schools, Middle States Association of Colleges and Schools, New England Association of Colleges and Schools, Northwest Association of Colleges and Schools, Southern Association of Colleges and Schools, and the Western Association of Colleges and Schools.

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Transfer credit from institutions recognized by <u>CHEA</u> and/or the US Department of Education are subject for review by the Registrar and the Vice President of Instruction and Student Services. Transfer credit from nonaccredited institutions will not be accepted at Barton. All transfer hours will be equated on the semester-hour system. All credits earned with an F grade or higher will be listed on the Barton transcript and calculated into the student's cumulative grade point average.

To be eligible for graduation, students must have completed at least 15 hours out of the required sixty-four (64) hours from Barton Community College. Students seeking a certificate from Barton must have completed at least 25% of the required courses from Barton.

When a course taken at another institution is repeated at Barton, the College shall accept the most recent grade to calculate the student's grade point average or satisfy course and/or graduation requirements.

Students seeking a degree from Barton need to provide all official transcripts for previous coursework.

Non-degree students are not required to submit transcripts unless it is needed for a course prerequisite. Nondegree seeking student's transcripts will be kept on file and only evaluated as needed and/or as requested by the student.

Academic Advising

Career Center

Financial Aid & Scholarships

Support Services

Student Life

Bookstore

Library

Registration & Enrollment Services

Billing and Payment

Transcript Requests & Transfer

> Send a Transcript to Barton

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- > Articulation Agreements