



Ontario Heads of Business

## Frequently Asked Questions (FAQs) System – Wide Transfer Agreements Implementation

PROGRAMS		
PROGRAM NAME(S)	MTCU#	MTCU#
Business / Business Administration	50200	60200
Business- Accounting / Business Administration - Accounting	50100	60100
Business – Human Resources / Business Admin. - Human Resources	50223	60223
Business – Marketing / Business Admin. - Marketing	52900	62900
ELIGIBILITY		
<ol style="list-style-type: none"> <li>1. Students must be in Good Standing at the end of the first or second year at the Sending College.</li> <li>2. Students must meet any other admission criteria as described by the Receiving College i.e. French Language competency</li> </ol>		
ASSESSING CREDIT EARNED		
<b>How many course credits, is a Receiving College required to provide?</b>	<p>A transfer student must receive recognition for <b>all credits</b> received within the applicable program at the Sending College. One or two years depending on the pathway</p> <p>This may be recognized as an “Exemption”, “External Credit” or Transfer Credit</p>	
<b>How does a Receiving College know if a student has taken the required number of credits?</b>	<p>Individual college Web sites can provide much of the necessary data.</p> <p>or</p> <p>A <b>Curriculum Pathway guide</b> is available to provide quick access to all 24 college’s curriculum for the purpose of assessing credit earned and for mapping the student’s necessary Learning Outcomes. These can be found on the <b>ONCAT Web site, Projects Tab, HoB Implementation Project Resources</b></p>	
<b>What is the Curriculum Pathway Guide (CPG)?</b>	<p>The Curriculum Pathway Guide provides a central reference of all like Business programs in the province of Ontario, mapped to the framework of each agreement.</p> <p>The “<b>Core Courses</b>” are identified with all other courses delivered at each college, for comparison purposes.</p>	

	<p>All Curriculum Pathway guides are located on the ONCAT web site.  <a href="http://www.oncat.ca/index_en.php?page=heads_of_business_project_resources">http://www.oncat.ca/index_en.php?page=heads_of_business_project_resources</a></p>
<b>How should a Transfer student's credits be recognized?</b>	A credit can be identified as " <b>External Credit</b> " " <b>Transfer Credit</b> " or " <b>Exemption</b> ", based on individual college practice.
<b>Is the Receiving College required to review Course Outlines/Syllabus prior to granting credit?</b>	No. These agreements are founded on significant curriculum mapping. All courses delivered within the Ontario College system have been deemed acceptable recognition of credit earned and should be recognized as such.
<b>Our policy dictates a 60% Pass as the minimum grade for accepting External credits.</b>	For the purpose of the four Business agreements, if 50% is recognized as a "Pass" at the Sending college, it is to be recognized as a "Pass" at the Receiving College.
<b>If a student has an External Credit or PLAR Credit on their transcript, are they required to present evidence of the original documentation?</b>	All External Credits, Exemptions and PLAR are to be accepted by the Receiving College. A student should not be required to submit evidence a second time.
<b>Our internal process dictates approval for credit can only be granted by the course Department Head not just the Head of Business.</b>	These agreements were implemented following significant curriculum mapping, including all ancillary/serviced courses, in particular Communications and Math. They have been endorsed/signed by all Vice President Academics and are therefore should be supported by all department heads.
<b>PROGRESSION/GRADUATION</b>	
<b>Our College Policy stipulates a student must attain a minimum overall average of 60% to graduate.</b>	Students are required to meet the Receiving College's Graduation policies. Students should be advised by the Transfer Advisor as to the applicability of their transfer credits, in the overall calculation for graduation purposes.
<b>Our program requires students maintain a 60% average to enter the second/third year of our program.</b>	<p>The language of the agreements recognizes a Pass as a Pass regardless of grade earned or overall GPA.</p> <p>Transfer students will be required to meet the Receiving Colleges progression and graduation policies in order to Graduate and complete their credential.</p>
<b>Will a Transfer student attain a minimum of 25% of our curriculum to receive our diploma?</b>	Yes, transfer for these agreements will continue to support this policy. A transfer student will still complete greater than 25% of the curriculum at any Receiving College regardless of pathway.

SUSTAINING THE AGREEMENTS FOR 7 YEARS	
<p><b>Is there a specific curriculum that all colleges are required to deliver?</b></p>	<p>Each agreement identifies “<b>Core Courses</b>” to be delivered by the completion of the first year and the second year of study. All colleges delivering the applicable programs as of 2013 were to have aligned their curriculum to meet these minimum requirements.</p> <p>Core courses can be located within the body of each agreement and as an Excel spread sheet on the ONCAT web site HoB Project Resources page</p>
<p><b>Can we make changes to our programs?</b></p>	<p>Changes can be communicated to the <b>HoB-Transfer Agreement Steering Committee TASC.</b></p> <p>Colleges will be asked to share all Business curriculum changes annually, at a soon to be determined time frame. TBA Heads of Business May 2016</p>
<p><b>Our college will no longer be offering a program associated with the transfer agreements.</b></p>	<p>Once registration for the final offering of the discontinued program has passed, the Registrar’s office can contact ONCAT to withdraw from that pathway.</p> <p>Be very specific. As the Receiving College, ensure you withdraw from all pathways that refer to the credential no longer offered.</p>
OTHER PATHWAY AGREEMENTS	