



Ontario Heads of Business

ONCAT Diploma to Diploma Business Transfer Agreement Process Survey Responses

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Background

On November 24th, 2014, all 24 community colleges announced a system-wide transfer agreement for a set of Business programs in the province of Ontario. The agreements recognized that each college was satisfying the Provincial Standard Learning Outcomes within their curricula for the 8 Business programs. The Heads of Business (HoB) were confident that they could support a transfer of grouping credits from the first year to the second year and second year to the third year of the identified programs.

Purpose

The results of this survey will be used to prepare a summary of the processes currently used to evaluate, and determine transfer credit to students in diploma studies in Business, Accounting, Marketing and Human Resources that wish to transfer to another Ontario College after completion of year one or year two of their program. Results will inform all college stakeholders and help to identify best practices.

Target Audience

This survey is targeted at the individuals, or departments, that have primary responsibility for evaluating, advising and processing diploma to diploma transfer students. The survey will be distributed to the Heads of Business at each college who will then forward the survey to the appropriate individual(s) at their colleges.

Survey Methodology

The survey was designed and distributed using the *Survey Monkey* online survey tool. The survey questions were vetted through the Transfer Agreement Steering Committee TASC. A link to the survey was distributed via email to the Heads of Business membership and through the Committee of Registrars and Associate Leaders Ontario (CRALO) who were encouraged to share the link with the individuals who have a role in advising or managing the transfer process at each college. 78 survey responses were collected between February 22 and March 9, 2016 with at least one representative from 22 of the 24 Ontario colleges. Niagara College and Sault College did not respond to the questionnaire.

Summary

Twenty-two colleges responded, with several colleges providing responses from more than one representative. Two reminders were sent to the colleges with the last reminder, providing an extension to the survey window. Niagara and Sault College failed to respond. At least one representative from each of the remaining colleges completed the survey with the average number being 3 from each college. Seneca College had the greatest number with 11 respondents followed by Mohawk and Humber Colleges with 9 representatives each.

The majority of respondents were from the Academic School (62.8%) with the Office of the Registrar (23%) and the Transfer Credit Office (12.8%) comprising the balance.

The vast majority of the survey respondents were aware of the Heads of Business (HoB) transfer agreements with 82.05% responding that they were either moderately, very or extremely familiar with the agreements. Only 10% (5 in total) of the respondents were not at all familiar with the agreements.

More than half of the respondents (55%) learned about the agreements through their respective business schools. The second most common area of information was the Office of the Registrar with 16.7% reporting that they learned of the HoB agreements through the Office of the Registrar.

The ONCAT resource website is not used by all representatives with only 61.5% of the respondents indicating that they have used the site and 38.5% of respondents have **not** visited the ONCAT resource site. Of the 48 respondents that did use the site, 41.7% of them referenced one of the original transfer agreements (HR, Business, Accounting or Marketing) and 27% used the core course comparison spreadsheet. A link to the ONCAT site was included in question 3, providing access to those who may not be familiar with the website, the opportunity to investigate the available information.

The original Transfer Agreements, the Curriculum Pathway Guide and the Core Course Comparison spreadsheets were shown as equally valuable to the respondents with each selected by approximately 19% of respondents. Although only used by 11% of the total respondents, the Curriculum Pathway Guide was identified as one of the “most” valuable items on the ONCAT resource website.

Within the colleges the specific Program/Academic department and the Transfer Office are equally responsible for being the primary resource for students inquiring about credit transfers in general. The Office of the registrar was listed by 10 (more than half) of the respondents that selected the “other” option on the survey in question 5. When the student inquiry is regarding a transfer covered under the HoB agreement, the answers listed are the same, with slightly more indicating that the specific Program/Academic department is the primary resource.

Most of the respondents (36.4%) require the HoB applicant to include their transcripts with their OCAS application. 23% require the HoB transfer students to send their transcripts to the Program Coordinator while 22% had the transcripts sent to the Transfer Office/Department at their college

The survey respondents indicated that in their colleges, the Specific Program/Academic Department is responsible for the evaluation of both HoB and non-HoB transfer requests.

Approximately 60% indicated that both the core and non-core courses are shown on transcripts as a transfer credit.

The program coordinators (60.8%) are responsible for scheduling the transfer student in the appropriate courses to meet graduation requirements, followed by the Office of the Registrar (17.6%) and the Student (13.5%).

Program Feedback

The following feedback was collected through the open ended question 18; *“Is there any additional information that you feel would assist the Heads of Business in developing an easy to use and efficient student transfer process?”*

We need standard outcomes set in 1st year courses of similar ilk to make this work in the long run.
At our college, we do not have a business process in place for identifying HOB transfer students at point of admission. Currently, they apply to a program and then post admission, will request transfer credit. OCAS, our SIS and current business processes are not designed for easy identification. We recognize that this is not ideal. At the HOB meeting in 2015, I was given the impression that there is an expectation that all colleges will be able to implement transfer agreements quickly and in a standard method across the province. Given our varied systems and processes, this is not the case from an admissions point of view.
N/A
My role is primarily responsible for sending pathways. There have been few inquiries about this opportunity.
No
Develop a up-to-data database with all equivalent courses among community colleges to be available for the public; there are many inquiries regarding equivalent courses from students, prior to making a final transferring decision. This tool would assist students, parents, school counsellors and will make the process more transparent and easy to navigate.
Need to drag Registrar into the fray. We need to get to a block credit instead of messy exemption on course-by-course basis. Registrar doesn't seem to trust the agreement.
It might be helpful to ask how many applicants/students have currently engaged in this activity - at Sheridan we do not have any students registered through this agreement. It also might be helpful to find out how many students are currently receiving transfer credit for these courses outside of this agreement.
Do a better job at aligning curriculum.
Update ONCAT more frequently. Could we see what other colleges accept as General Electives as they seem to be a discrepancy at our college on what is acceptable from other colleges/universities? Would nice to have more comparisons.
It would be useful to provide a more transparent/clearer method for students to identify themselves as transferring students when applying to institutions.
Somehow the Heads of Business Project Resources were never made aware to me. I'd like to know where the Curriculum Pathway Guides are available as I do not have access to the shared Dropbox referred to in the HOB FAQ.
Keep it simple; use services already available within the system i.e. ONTransfer.ca. Include your Registrar Offices in the design and implementation of requirements.
For entry into degree programs we have a minimum requirement of a B (3.0) cumulative GPA from their program. If a student moves from institution to institution, and has mainly TCs on their transcript, how do we assess?
HOB should allow students to seamlessly transfer into year 2 of 3 of the program at the receiving institution. As we have experience, our program(s) do not exactly align with sending institutions so often

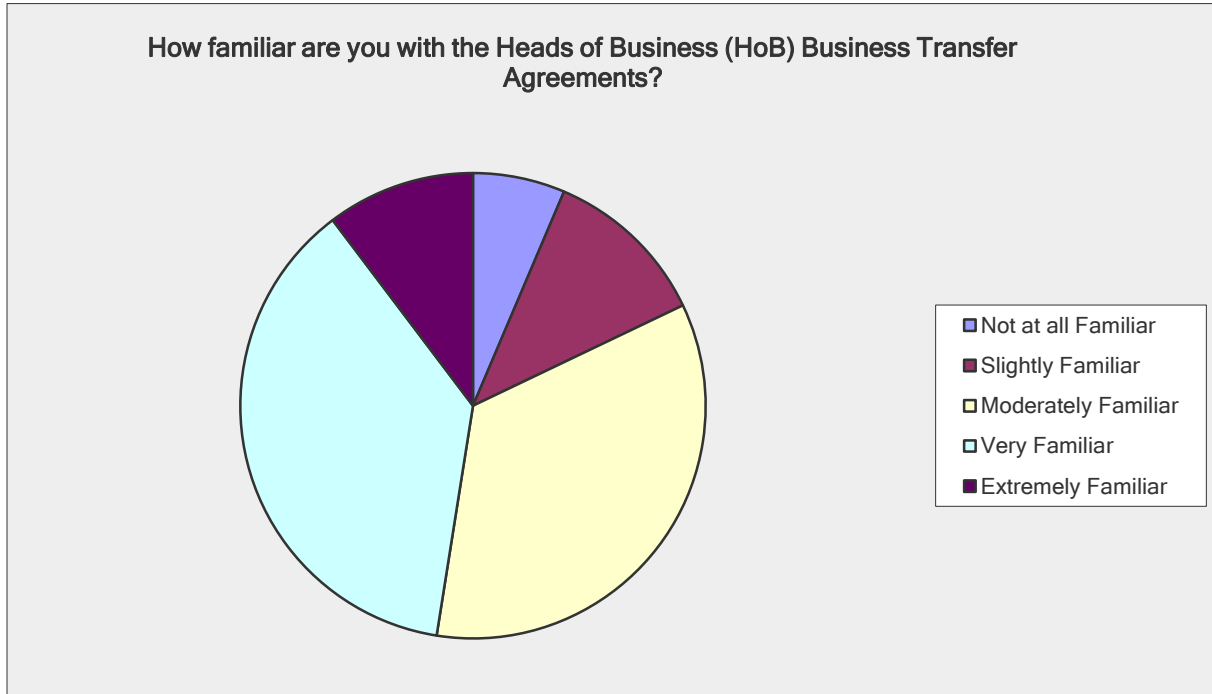
students are given the appropriate amount of transfer credits but have to complete courses from year 1 or 2 still.

Implementation workshops are great and helpful to ease the process! We are still in the process of working out some of the logistics, but are well on our way to determining what works best for us.

re question 12, the answer is actually Departmental Secretary

Survey Responses

Question 1

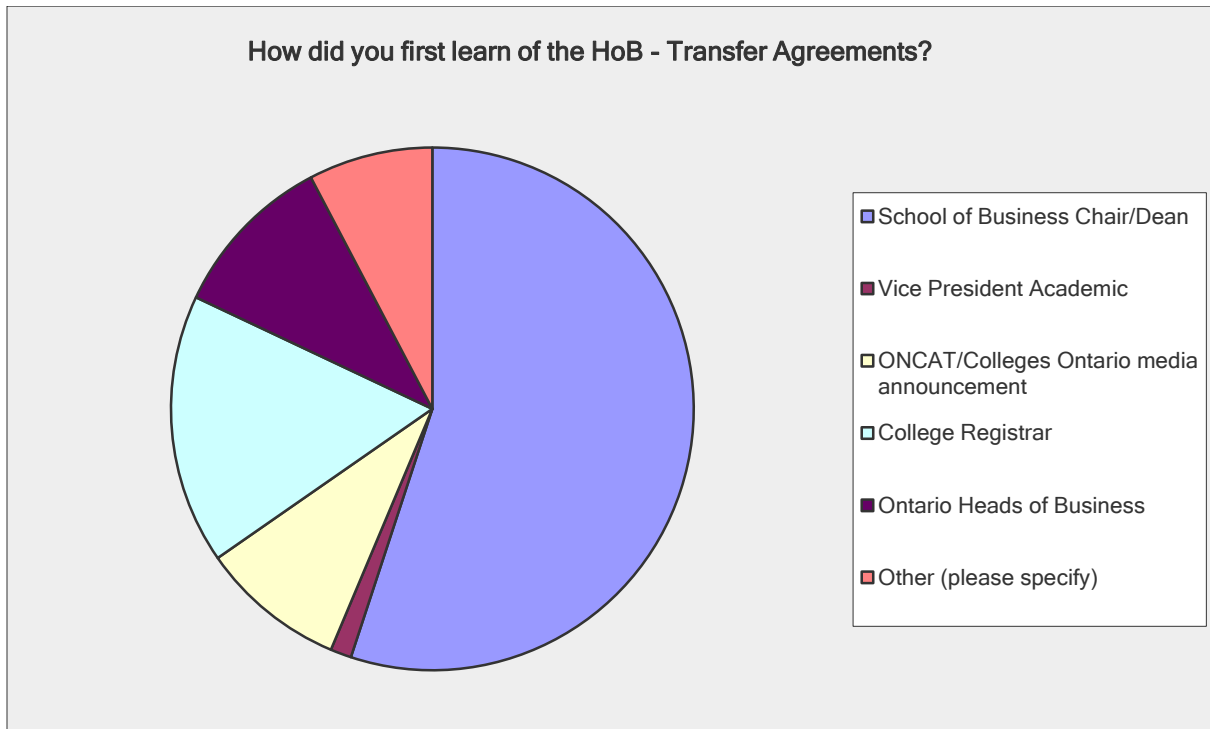


Ontario Heads of Business - Transfer Agreement Implementation Process Survey

How familiar are you with the Heads of Business (HoB) Business Transfer Agreements?

Answer Options	Response Percent	Response Count
Not at all Familiar	6.4%	5
Slightly Familiar	11.5%	9
Moderately Familiar	34.6%	27
Very Familiar	37.2%	29
Extremely Familiar	10.3%	8
<i>answered question</i>		78
<i>skipped question</i>		0

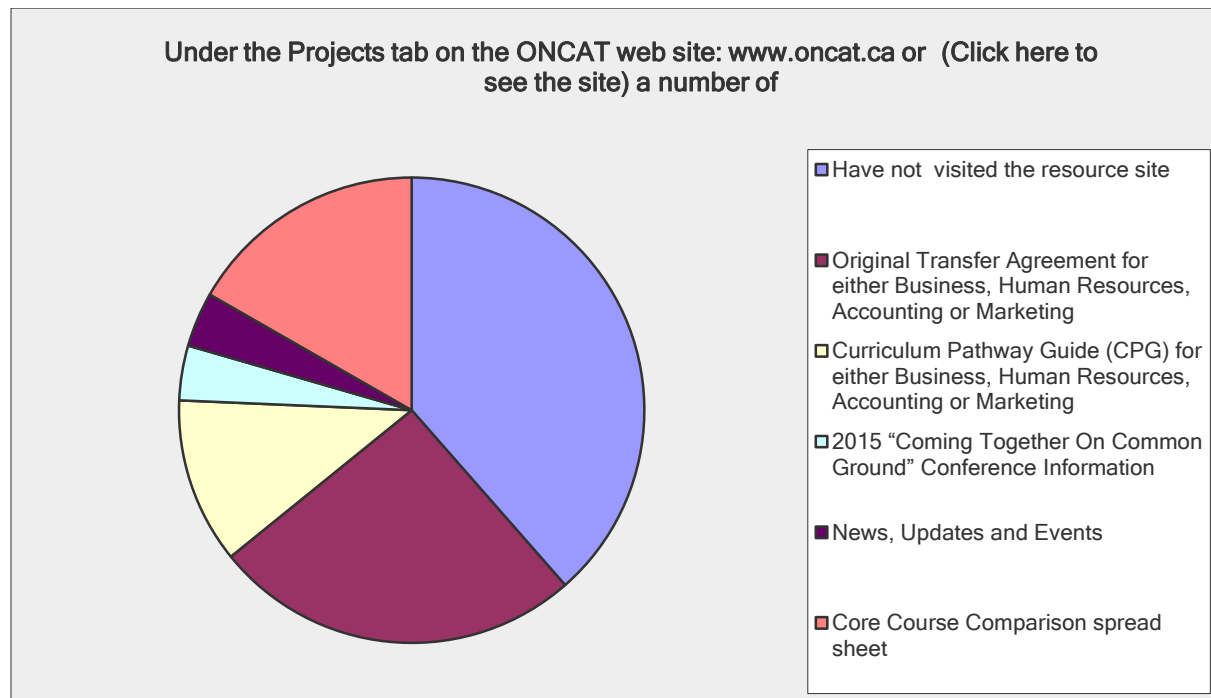
Question 2



How did you first learn of the HoB - Transfer Agreements?		
Answer Options	Response Percent	Response Count
School of Business Chair/Dean	55.1%	43
Vice President Academic	1.3%	1
ONCAT/Colleges Ontario media announcement	9.0%	7
College Registrar	16.7%	13
Ontario Heads of Business	10.3%	8
Other (please specify)	7.7%	6
answered question		78
skipped question		0

Number	Other (please specify)
1	website
2	colleagues
3	Registrars' Forum meeting
4	The conference held at Humber collage summer 2015
5	This survey
6	HOB conference Nov 2014

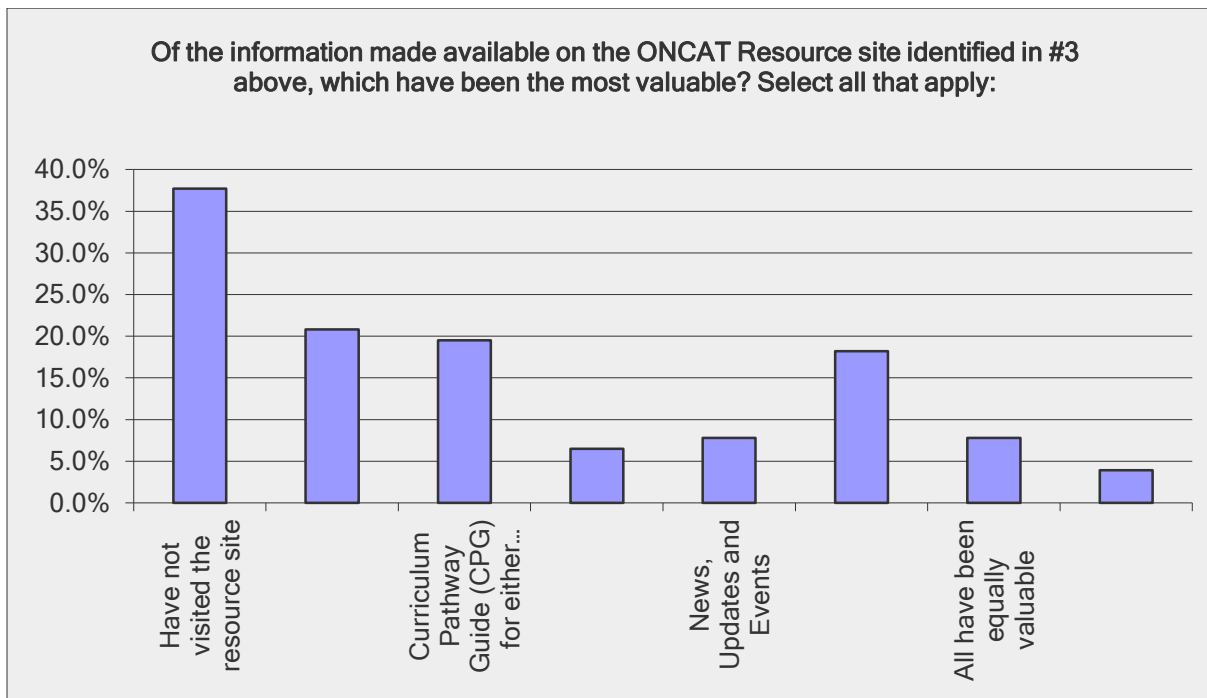
Question 3



Under the Projects tab on the ONCAT web site: www.oncat.ca or (Click here to see the site) a number of resources have been made available. These resources are to assist the college community in advising students, wishing to transfer through the Heads of Business Transfer Agreements. Of the resources made available, which have you utilized in the past year:

Answer Options	Response Percent	Response Count
Have not visited the resource site	38.5%	30
Original Transfer Agreement for either Business, Human Resources, Accounting or Marketing	25.6%	20
Curriculum Pathway Guide (CPG) for either Business, Human Resources, Accounting or Marketing	11.5%	9
2015 "Coming Together On Common Ground" Conference Information	3.8%	3
News, Updates and Events	3.8%	3
Core Course Comparison spread sheet	16.7%	13
<i>answered question</i>		78
<i>skipped question</i>		0

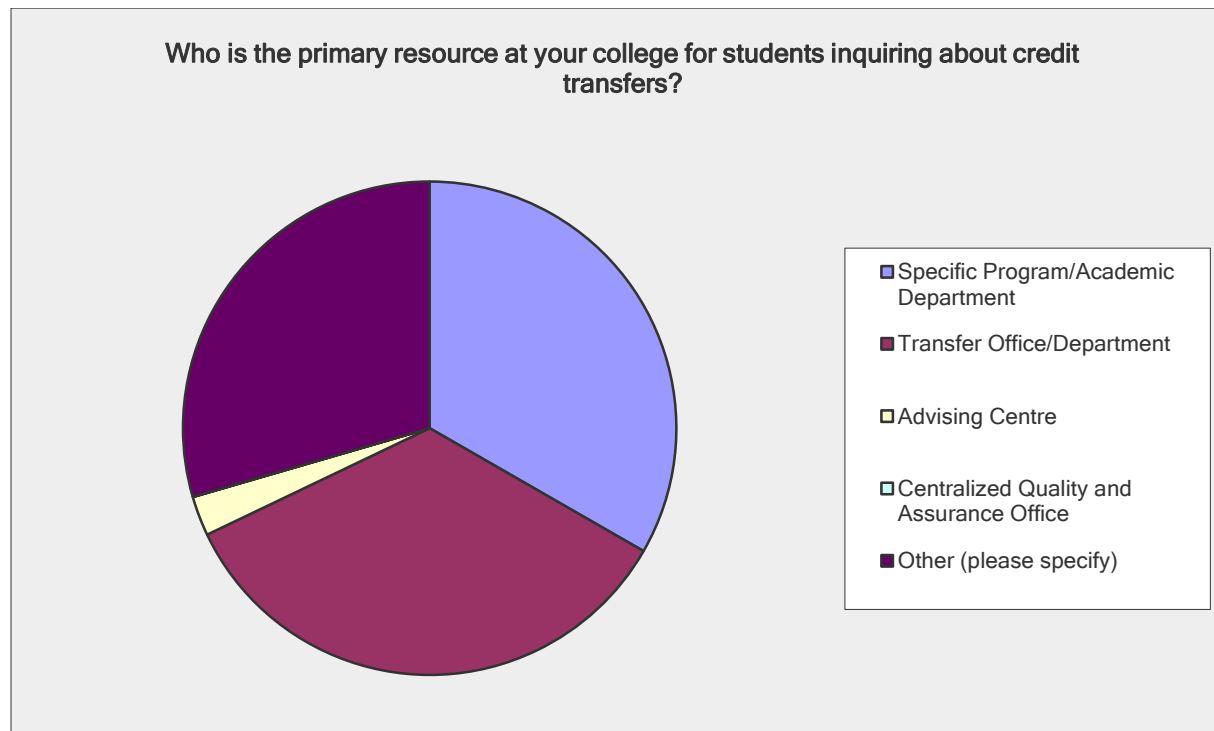
Question 4



Of the information made available on the ONCAT Resource site identified in #3 above, which have been the most valuable? Select all that apply:

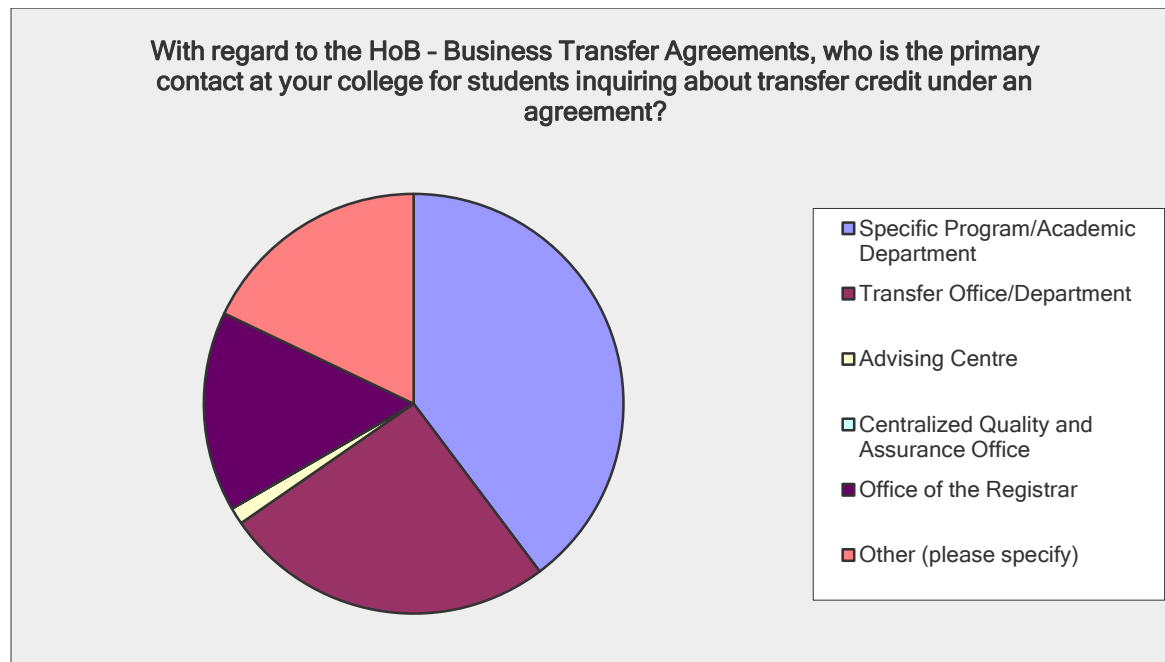
Answer Options	Response Percent	Response Count
Have not visited the resource site	37.7%	29
Original Transfer Agreement for either Business, Human Resources, Accounting or Marketing	20.8%	16
Curriculum Pathway Guide (CPG) for either Business, Human Resources, Accounting or Marketing	19.5%	15
2015 "Coming Together On Common Ground" Conference Information	6.5%	5
News, Updates and Events	7.8%	6
Core Course Comparison spread sheet	18.2%	14
All have been equally valuable	7.8%	6
None have been of value	3.9%	3
<i>answered question</i>		77
<i>skipped question</i>		1

Question 5



Number	Other (please specify)
1	Transfer Credit Advisor
2	Program Coordinator
3	Pathways Officer
4	decentralized could be academic school, registrars office or advising
5	Advising Centre and Specific Program/Academic Department
6	Registrar's Office
7	Admissions
8	Career Centre
9	Office of the Registrar
10	Admissions Department
11	Office of the Registrar
12	Office of the Registrar or specific departments if the student call directly to the School
13	Coordinator
14	Registrar's Office - Enrolment Services
15	coordinators
16	Admissions / Office of the Registrar
17	For business only, Pathways Consultant in the business school, all other program areas go through the advising centre in the registrar's office and also program SSA's and coordinators.
18	Transfer Office AND Advising hold equal importance
19	OTR
20	Program coordinator
21	registrar's office
22	Program Coordinator
23	Dean, Business

Question 6

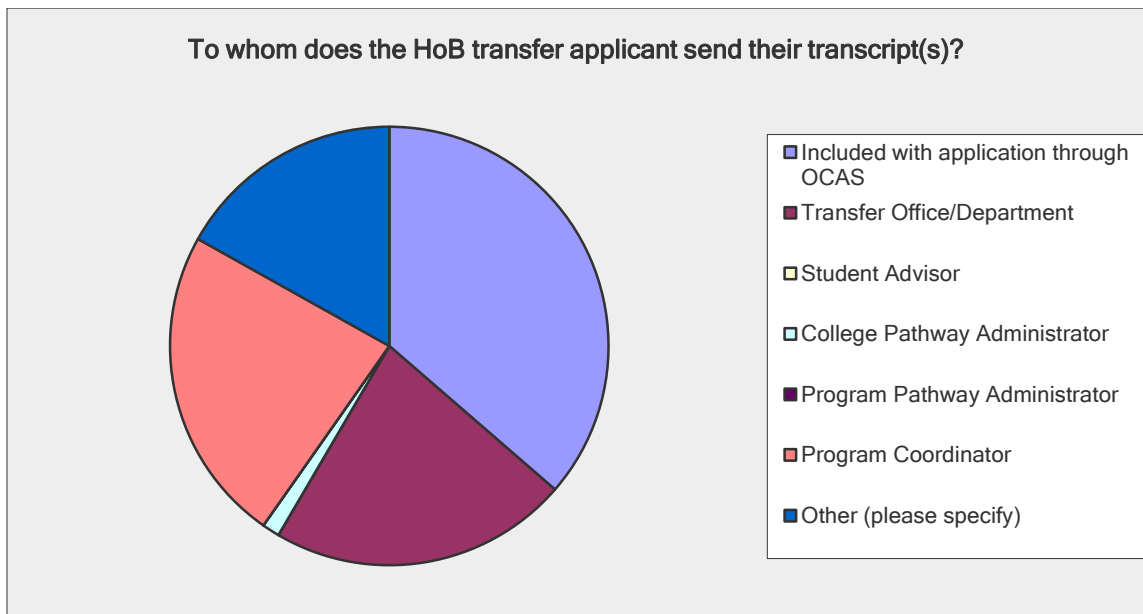


With regard to the HoB - Business Transfer Agreements, who is the primary contact at your college for students inquiring about transfer credit under an agreement?

Answer Options	Response Percent	Response Count
Specific Program/Academic Department	39.7%	31
Transfer Office/Department	25.6%	20
Advising Centre	1.3%	1
Centralized Quality and Assurance Office	0.0%	0
Office of the Registrar	15.4%	12
Other (please specify)	17.9%	14
answered question		78
skipped question		0

Number	Other (please specify)
1	Program Coordinator
2	I do not know
3	Pathways Officer
4	Unknown
5	Advising Centre for all Non-Business inquiries - Business inquiries school level
6	Coordinator
7	Admissions
8	Could come through the transfer office or to the Business coordinator/program area
9	I don't know
10	Pathways Consultant in the Business School and Program Coordinators
11	To be determined - it depends on what they are asking at the this point
12	Program coordinator
13	Program Coordinator
14	Dean

Question 7

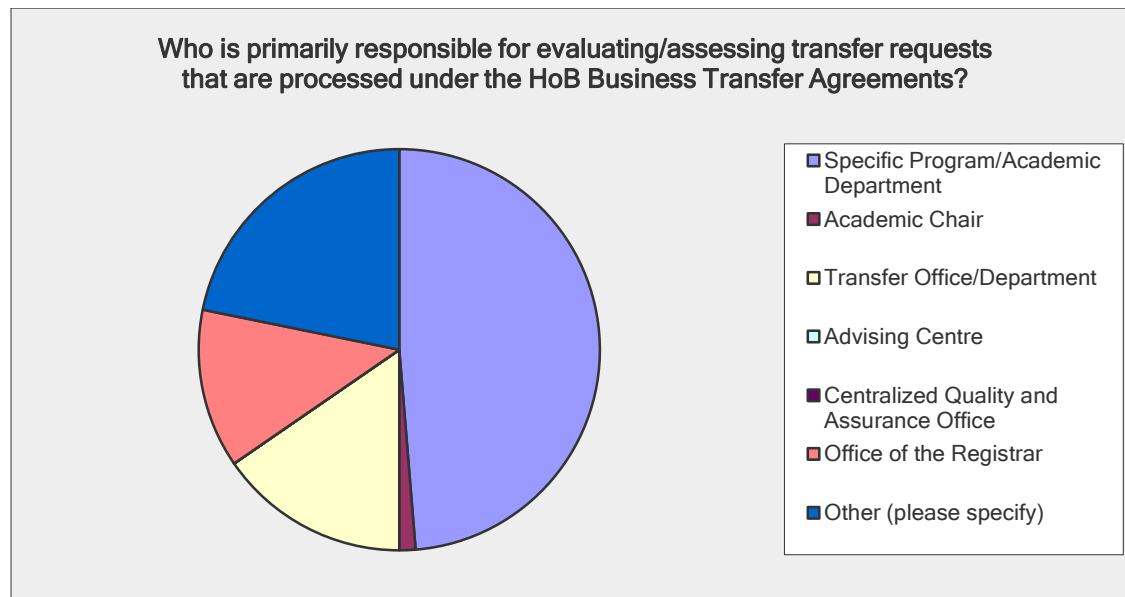


To whom does the HoB transfer applicant send their transcript(s)?

Answer Options	Response Percent	Response Count
Included with application through OCAS	36.4%	28
Transfer Office/Department	22.1%	17
Student Advisor	0.0%	0
College Pathway Administrator	1.3%	1
Program Pathway Administrator	0.0%	0
Program Coordinator	23.4%	18
Other (please specify)	16.9%	13
answered question		77
skipped question		1

Number	Other (please specify)
1	Students may or may not submit transcripts to OCAS at time of application. If not, the transfer office must request them.
2	Pathways Officer
3	registrar
4	Office of the Registrar
5	Registrar
6	Registrar's Office
7	I do not know
8	not sure/ probably Office of the Registrar
9	Admissions
10	I don't know
11	Admissions office (Registrar)
12	Office of the Registrar, who forwards on to relevant Program Coordinators.
13	Registrar

Question 8

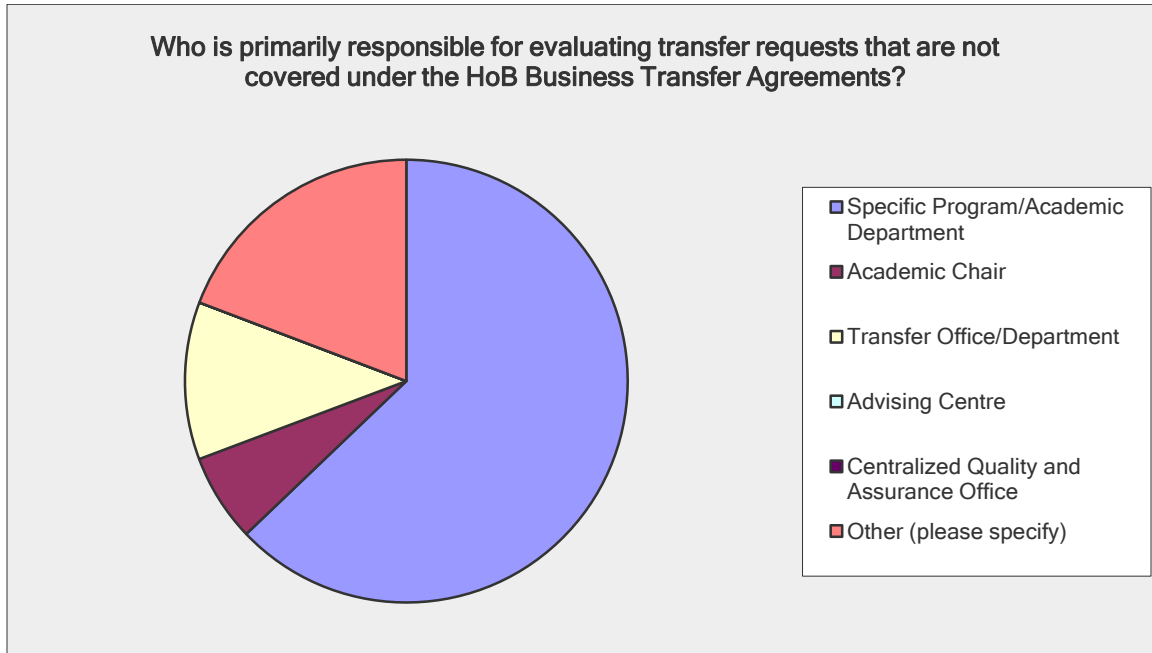


Who is primarily responsible for evaluating/assessing transfer requests that are processed under the HoB Business Transfer Agreements?

Answer Options	Response Percent	Response Count
Specific Program/Academic Department	48.7%	38
Academic Chair	1.3%	1
Transfer Office/Department	15.4%	12
Advising Centre	0.0%	0
Centralized Quality and Assurance Office	0.0%	0
Office of the Registrar	12.8%	10
Other (please specify)	21.8%	17
answered question		78
skipped question		0

Number	Other (please specify)
1	Dean of Business and College Pathway Administrator
2	Program Coordinator
3	Program Coordinator
4	We have not designated an individual in admissions.
5	Coordinator
6	coordinator
7	Has not occurred yet. No transfer students since the agreement's inception have successfully completed a first year at another college. That is to say, no transfer students in the intervening timeframe have successfully completed in full Year One at another college.
8	coordinator
9	not sure, I assume it's the Program Coordinators
10	Admissions
11	I don't know
12	The specific program coordinator and then the Chair finalizes.
13	Vetted by Office of Registrar - reviewed by Program Coordinator
14	Program coordinator
15	Program Coordinator
16	Program Coordinator
17	Starts with the Registrar's Office and then comes to Dean

Question 9

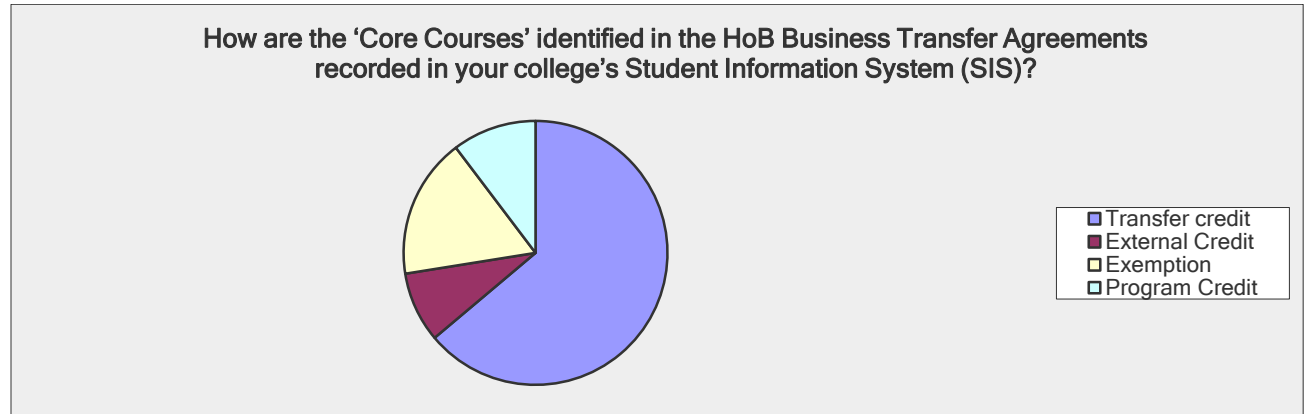


Who is primarily responsible for evaluating transfer requests that are not covered under the HoB Business Transfer Agreements?

Answer Options	Response Percent	Response Count
Specific Program/Academic Department	62.8%	49
Academic Chair	6.4%	5
Transfer Office/Department	11.5%	9
Advising Centre	0.0%	0
Centralized Quality and Assurance Office	0.0%	0
Other (please specify)	19.2%	15
answered question		78
skipped question		0

Number	Other (please specify)
1	Program Coordinator
2	Program Coordinator
3	Program Coordinator
4	coordinator
5	Academic area through an on line process
6	Coordinator
7	Office of the Registrar will send them to the Program Coordinator
8	I don't know
9	Don't know
10	The specific program coordinator and then the Chair finalizes.
11	Vetted by Office of Registrar - reviewed by Program Coordinator
12	Program coordinator
13	Program Coordinator
14	Program Coordinator
15	Varies by course. Most courses are sent to Dean of Business.

Question 10

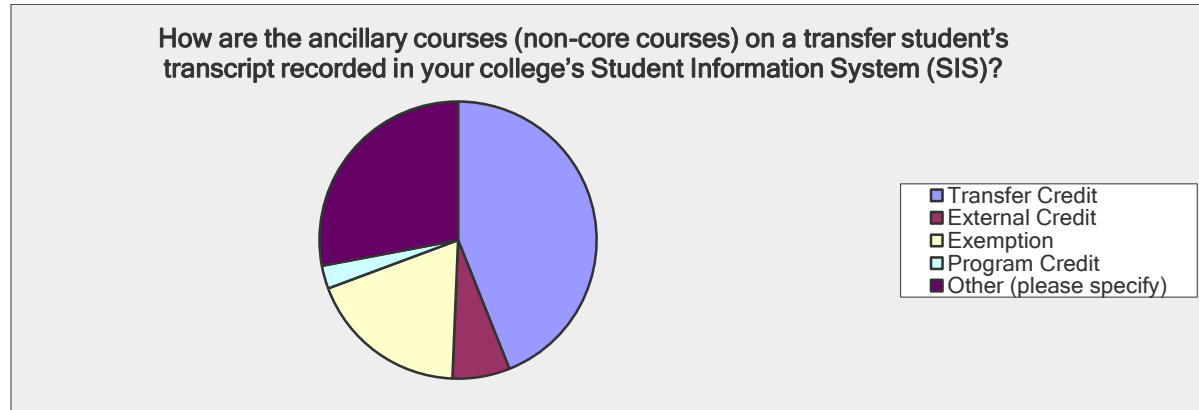


How are the 'Core Courses' identified in the HoB Business Transfer Agreements recorded in your college's Student Information System (SIS)?

Answer Options	Response Percent	Response Count
Transfer credit	63.8%	37
External Credit	8.6%	5
Exemption	17.2%	10
Program Credit	10.3%	6
Other (please specify)		21
answered question		58
skipped question		20

Number	Other (please specify)
1	I do not know
2	I don't know.
3	Do not know.
4	Direct Entry if equivalent if not fully receiving yr to yr
5	If all year one is matched with our program we use Direct Entry and no courses are shown on the transcript. There is a space on the Transcript that we indicate "Direct Entry Sem 3 - Year 1 name of other College inserted. If all Courses are not matched then we show Transfer Credits on the Transcript.
6	Identified in our own excel spreadsheet
7	Do not know since we have not yet had a transfer student who qualified under the agreement.
8	either exemption or advanced standing
9	We are using the BT Block Transfer grade to record all block transfers in support of this transfer agreement
10	Advanced standing as some do not map
11	I think as an exemption.
12	Advanced Standing
13	not sure
14	not sure
15	Not Sure
16	not certain
17	I don't know
18	I don't know
19	don't know
20	Transfers accepted show up as "SAT" and the college name from other institution is listed on the transcript record.
21	Unknown

Question 11

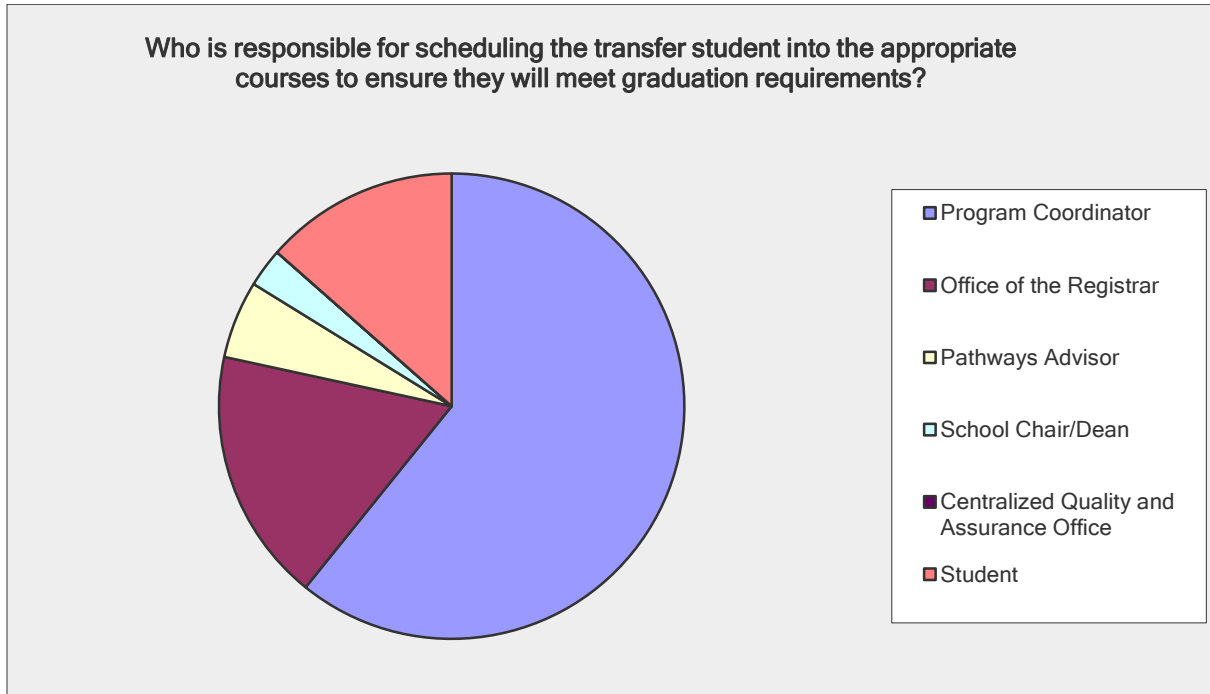


How are the ancillary courses (non-core courses) on a transfer student's transcript recorded in your college's Student Information System (SIS)?

Answer Options	Response Percent	Response Count
Transfer Credit	44.0%	33
External Credit	6.7%	5
Exemption	18.7%	14
Program Credit	2.7%	2
Other (please specify)	28.0%	21
answered question		75
skipped question		3

Number	Other (please specify)
1	I do not know
2	I don't know.
3	do not know
4	Direct Entry if equivalent if not fully receiving year to year
5	If all year one is matched with our program we use Direct Entry and no courses are shown on the transcript. There is a space on the Transcript that we indicate "Direct Entry Sem 3 - Year 1 name of other College inserted. If all Courses are not matched then we show Transfer Credits on the Transcript.
6	I'm not sure.
7	Identified in our excel spreadsheet
8	I believe those courses would show as exemptions, but we have not yet had a transfer student who qualified under the agreement.
9	either exemption or advanced standing
10	We are using the BT Block Transfer grade to record all block transfers in support of this transfer agreement
11	Same
12	I think as an exemption.
13	not sure
14	not sure
15	Not sure
16	not certain
17	I don't know
18	I don't know
19	don't know
20	Same method as above.
21	Unknown

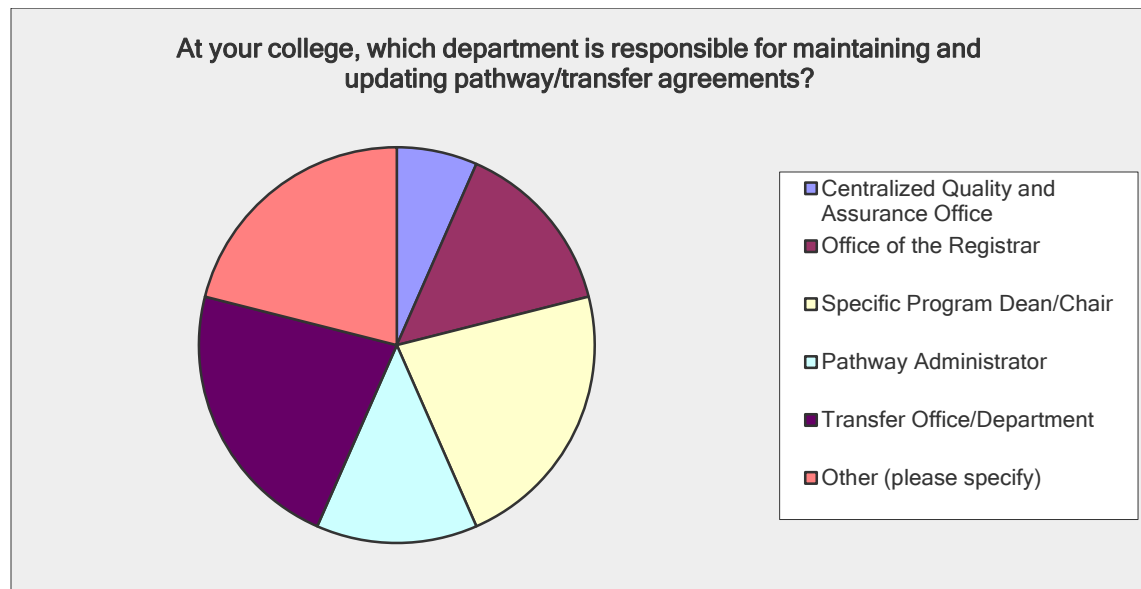
Question 12



Who is responsible for scheduling the transfer student into the appropriate courses to ensure they will meet graduation requirements?

Answer Options	Response Percent	Response Count
Program Coordinator	60.8%	45
Office of the Registrar	17.6%	13
Pathways Advisor	5.4%	4
School Chair/Dean	2.7%	2
Centralized Quality and Assurance Office	0.0%	0
Student	13.5%	10
<i>answered question</i>		74
<i>skipped question</i>		4

Question 13

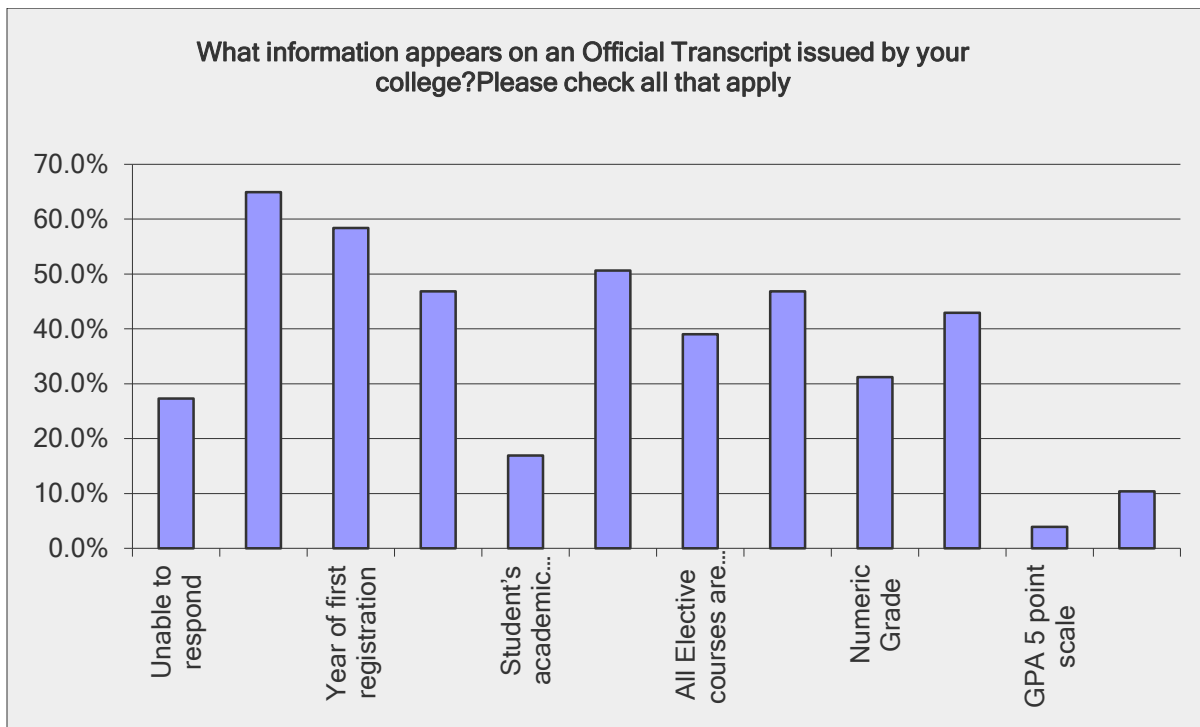


At your college, which department is responsible for maintaining and updating pathway/transfer agreements?

Answer Options	Response Percent	Response Count
Centralized Quality and Assurance Office	6.6%	5
Office of the Registrar	14.5%	11
Specific Program Dean/Chair	22.4%	17
Pathway Administrator	13.2%	10
Transfer Office/Department	22.4%	17
Other (please specify)	21.1%	16
answered question		76
skipped question		2

Number	Other (please specify)
1	Academic Administration
2	Pathway Coordinator and Specific Program Dean
3	under review
4	I'm not sure. I believe it is between the Registrar and the Program Dean
5	Career Centre and Admissions
6	I am not sure
7	collective responsibility of academic depts., or, International other
8	Provost Office
9	Not sure.
10	Unsure
11	not sure
12	I don't know
13	Multiple areas are involved; the program areas, the centralized quality assurance area and the registrar's office.
14	I don't know
15	program coordinator, registrar & dean are all involved
16	Don't know

Question 14

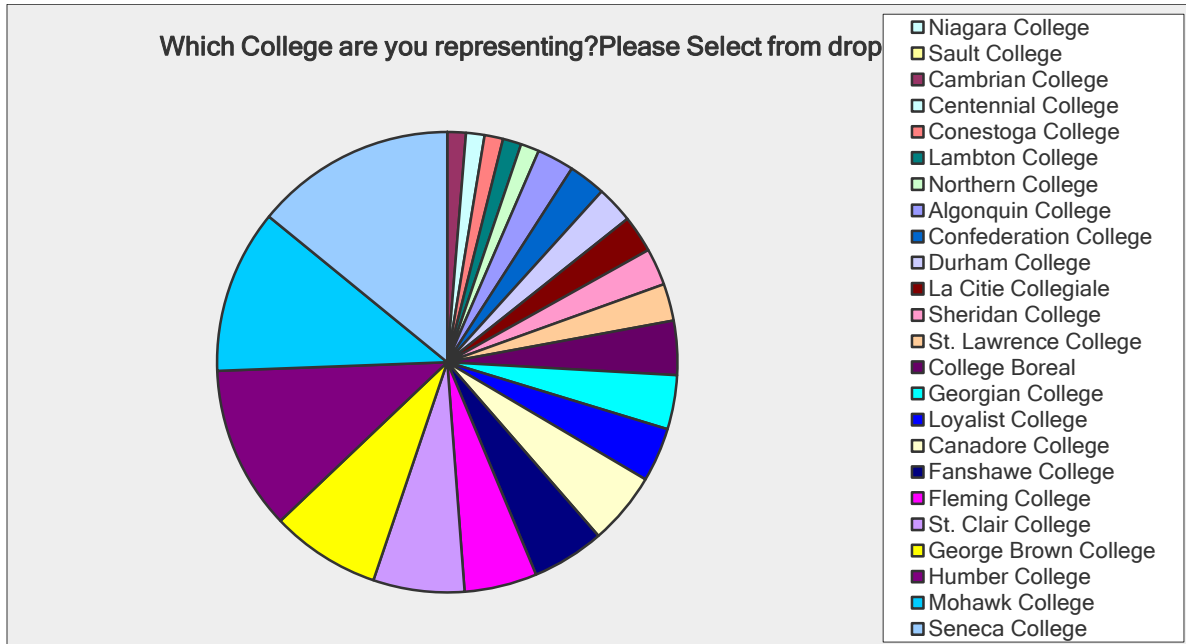


What information appears on an Official Transcript issued by your college? Please check all that apply

Answer Options	Response Percent	Response Count
Unable to respond	27.3%	21
Name of the program student is currently registered in	64.9%	50
Year of first registration	58.4%	45
Student's academic status at the completion of each term.	46.8%	36
Student's academic status in comparison to the program requirements at the end of each term	16.9%	13
All General Education courses are identified	50.6%	39
All Elective courses are identified	39.0%	30
Letter Grade	46.8%	36
Numeric Grade	31.2%	24
GPA 4 point scale	42.9%	33
GPA 5 point scale	3.9%	3
Other GPA Scale (please specify)	10.4%	8
answered question		77
skipped question		1

Number	Other GPA Scale (please specify)
1	100%
2	percentage
3	not 100 per cent sure check with registrar
4	We have program, term and cumulative GPAs
5	4.2
6	I don't know
7	4.2
8	Percentage

Question 15



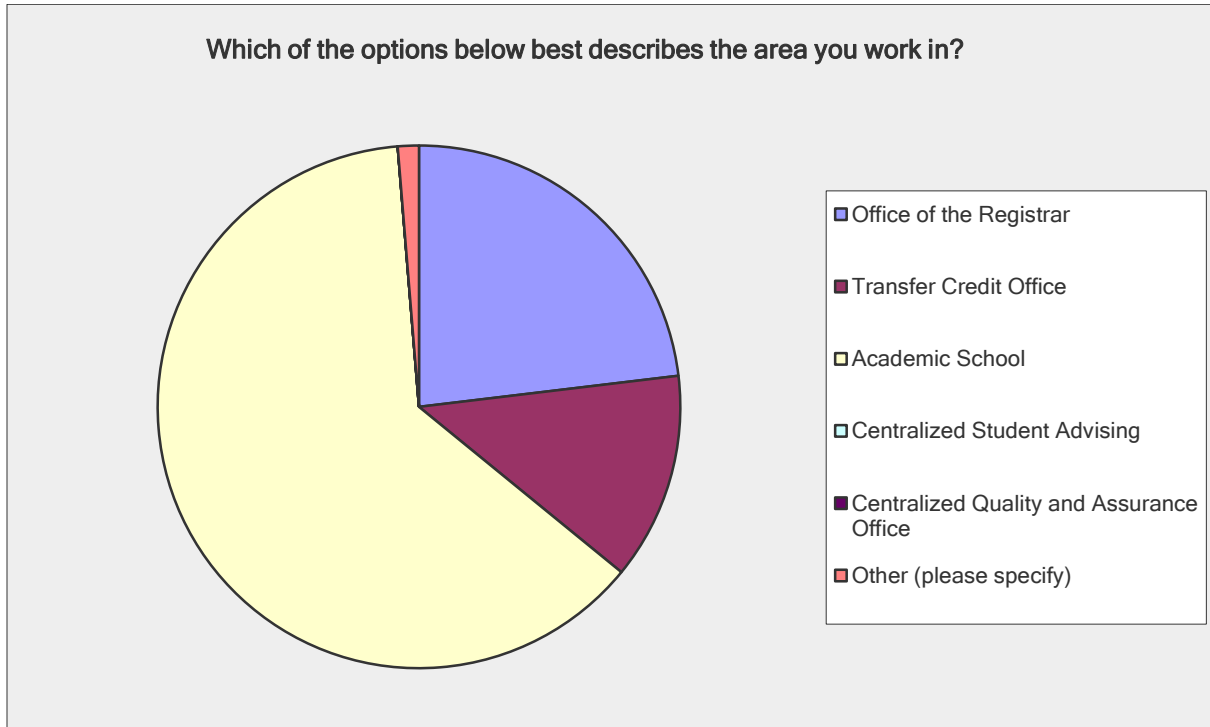
Which College are you representing? Please Select from drop down list.

Answer Options	Response Percent	Response Count
Algonquin College	2.6%	2
Cambrian College	1.3%	1
Canadore College	5.1%	4
Centennial College	1.3%	1
College Boreal	3.8%	3
Conestoga College	1.3%	1
Confederation College	2.6%	2
Durham College	2.6%	2
Fanshawe College	5.1%	4
Fleming College	5.1%	4
George Brown College	7.7%	6
Georgian College	3.8%	3
Humber College	11.5%	9
La Citie Collegiale	2.6%	2
Lambton College	1.3%	1
Loyalist College	3.8%	3
Mohawk College	11.5%	9
Niagara College	0.0%	0
Northern College	1.3%	1
Sault College	0.0%	0
Seneca College	14.1%	11
Sheridan College	2.6%	2
St. Clair College	6.4%	5
St. Lawrence College	2.6%	2

answered question 78

skipped question 0

Question 16



Which of the options below best describes the area you work in?

Answer Options	Response Percent	Response Count
Office of the Registrar	23.1%	18
Transfer Credit Office	12.8%	10
Academic School	62.8%	49
Centralized Student Advising	0.0%	0
Centralized Quality and Assurance Office	0.0%	0
Other (please specify)	1.3%	1
<i>answered question</i>		78
<i>skipped question</i>		0

Number	Other (please specify)
1	Transfer credit part of registrar office

Question 17

What is your current title?	
Answer Options	Response Count
	67
<i>answered question</i>	67
<i>skipped question</i>	11

Number	Response Text
1	Associate Dean
2	Associate Registrar
3	Executive Dean
4	Program Coordinator
5	Professor
6	Associate Registrar Admissions
7	Second Career PLAR and Transfer Credit
8	Admissions Rep
9	Associate Registrar
10	Manager, Student transfer Services
11	Admissions/Registration Representative
12	Coordinator/Professor
13	professor and program coordinator
14	Business Intelligence Analyst / Pathways Coordinator
15	Professor / Program Coordinator
16	Pathways Coordinator
17	Registrar
18	Acting Registrar
19	Coordinator
20	Coordinator, 1st Year Business Administration
21	Registrar
22	Chair
23	Professor
24	Admission Advisor
25	Associate Dean
26	Professor and Program Co-ordinator
27	n/a
28	Coordinator
29	Pathways and Credit Transfer Coordinator
30	Registrar
31	Associate Registrar - Registration and Records
32	Associate registrar
33	Dean
34	Advisor
35	Program Coordinator for Accounting Diplomas
36	First Year Business Coordinator/Professor
37	Professor
38	Withheld to maintain anonymity
39	Coordinator
40	Transfer Credit Assessment Coordinator

41	Program Coordinator
42	Program Coordinator
43	Professor and Program Cordinator
44	Support Officer - Data Analysis and Information Systems
45	Acting Manager
46	Pathways Officer
47	Associate Registrar
48	Program Coordinator and Professor
49	Professor/Co-ordinator
50	Coordinator
51	Program Coordinator
52	Professor and Program Coordinator
53	Program Manager
54	Credit Transfer Officer
55	Pathways Consultant
56	Program Coordinator
57	Professor
58	Registrar and Manager of Institutional Research
59	Program Coordinator
60	Chair, School of Business and Information Technology
61	Chair
62	Associate Dean
63	Program Coordinator and Professor
64	Program Coordinator
65	Faculty
66	Professor & Program Coordinator
67	Dean

Question 18

Is there any addition information that you feel would assist the Heads of Business in developing an easy to use and efficient student transfer process?

Answer Options	Response Count
	17
<i>answered question</i>	17
<i>skipped question</i>	61

We need standard outcomes set in 1st year courses of similar ilk to make this work in the long run.
At our college, we do not have a business process in place for identifying HOB transfer students at point of admission. Currently, they apply to a program and then post admission, will request transfer credit. OCAS, our SIS and current business processes are not designed for easy identification. We recognize that this is not ideal. At the HOB meeting in 2015, I was given the impression that there is an expectation that all colleges will be able to implement transfer agreements quickly and in a standard method across the province. Given our varied systems and processes, this is not the case from an admissions point of view.
N/A
My role is primarily responsible for sending pathways. There have been few inquiries about this opportunity.
No
Develop a up-to-data database with all equivalent courses among community colleges to be available for the public; there are many inquiries regarding equivalent courses from students, prior to making a final transferring decision. This tool would assist students, parents, school counsellors and will make the process more transparent and easy to navigate.
Need to drag Registrar into the fray. We need to get to a block credit instead of messy exemption on course-by-course basis. Registrar doesn't seem to trust the agreement.
It might be helpful to ask how many applicants/students have currently engaged in this activity - at Sheridan we do not have any students registered through this agreement. It also might be helpful to find out how many students are currently receiving transfer credit for these courses outside of this agreement.
Do a better job at aligning curriculum.
Update ONCAT more frequently. Could we see what other colleges accept as General Electives as they seems to be a discrepancy at our college on what is acceptable from other colleges/universities? Would nice to have more comparisons.
It would be useful to provide a more transparent/clearer method for students to identify themselves as transferring students when applying to institutions.
Somehow the Heads of Business Project Resources were never made aware to me. I'd like to know where the Curriculum Pathway Guides are available as I do not have access to the shared Dropbox referred to in the HOB FAQ.
Keep it simple; use services already available within the system i.e. ONTransfer.ca. Include your Registrar Offices in the design and implementation of requirements.
For entry into degree programs we have a minimum requirement of a B (3.0) cumulative GPA from their program. If a student moves from institution to institution, and has mainly TCs on their transcript, how do we assess?

HOB should allow students to seamlessly transfer into year 2 of 3 of the program at the receiving institution. As we have experience, our program(s) do not exactly align with sending institutions so often students are given the appropriate amount of transfer credits but have to complete courses from year 1 or 2 still.

Implementation workshops are great and helpful to ease the process! We are still in the process of working out some of the logistics, but are well on our way to determining what works best for us.

re question 12, the answer is actually Departmental Secretary

Survey email

Good morning HoB/CRALO members

The coming month, March 31st, 2016, will see the conclusion of the HoB – Transfer Agreement Implementation Project. In order to fully appreciate the impact these agreements have had on the Ontario Colleges we are encouraging you to complete the attached survey.

We are looking for responses from all persons within your college, responsible for the processing, academic success and advising of transfer students. Please share this link with all those who have a role in managing the transfer process. Coordinators, Transfer Advisors, Pathways Advisors, Admissions etc.

The attached survey will take approximately 20 minutes to complete and will also provide an opportunity for you to share your thoughts.

Please complete this survey by Monday February 29th, 2016

[Ontario Heads of Business - Transfer Agreement Implementation Process Survey](#)

We thank you for your ongoing support of student mobility and look forward to sharing the results of the implementation project and this survey.

List of Colleges included in the survey

Algonquin College	Humber College
Cambrian College	La Citie Collegiale
Canadore College	Lambton College
Centennial College	Loyalist College
College Boreal	Mohawk College
Conestoga College	Niagara College
Confederation College	Northern College
Durham College	Sault College
Fanshawe College	Seneca College
Fleming College	Sheridan College
George Brown College	St. Clair College
Georgian College	St. Lawrence College