Processing other transfer credit, credit for prior learning, is always a manual process. The pages in the Other Credit component are very similar to the course credit and test credit components.

The other credit category is appropriate because it requires no external organization information. However, you must assign other credit through a course in your academic institution's course catalog. Therefore, you might set up special summary courses in the course catalog, then grant the student additional transfer credits using these special courses.

To process other transfer credit:

1. Set up the target information for the transfer credit model on the Other Credit Detail page.
2. Select the articulation term for the model and enter the equivalent course information on the Other Credit Detail page.
3. Calculate transfer credit statistics for the model, post and unpost transfer credit, and view a summary of transfer credit statistics on the Other Credit By Term page.
4. View summary student statistics, once you have posted a model, in the Total Units-Posted Model field on the Test Credits By Term page.

Use the Other Credit Detail page to set up other transfer credit models and articulate transfer credit. For each model, you specify target information, the articulation term, other credit information, and internal equivalent course information.

Navigate: Manage Student Records, Process Transfer Credit, Use, Other Credits, Other Credit Detail
Use the Other Credit by Term page to calculate transfer units statistics for a model, post and unpost transfer credit, and view a summary of transfer credit statistics.