

Transfer Credit: Non-Collegiate Institutions

Colorado State will award transfer credit for academic work done under the sponsorship of non-collegiate institutions, if

- 1) the courses proposed for transfer have been approved by the American Council on Education,
- 2) are listed in *The National Guide to Educational Credit for Training Programs*, and
- 3) are approved by the academic department and college in which the subject matter is taught at Colorado State.

If the program you are interested in is not listed under the CSU Approved programs below you will need to follow the steps listed under Consider my Non-Collegiate Program. **Any equivalencies listed below have been determined by the appropriate college/department and are not eligible for re-evaluation.**

CSU Approved Non-Collegiate Programs:

1. Talk with your Academic Advisor to determine if the program and courses you are considering are relevant to your major/minor requirements.
2. Fill out the Approved Non-Collegiate Transfer Credit Form.
3. Take complete form (including course descriptions if applicable) to the Degree and Transfer Evaluation unit in the Office of the Registrar.
4. If the first 2 program criteria (listed at the top of this page) are met, then the course description will be forwarded to the academic department or college for review.
5. Email confirming program eligibility and course equivalences (if applicable) will be sent to your CSU email account. Allow minimum of 10-15 business days for a response on your evaluation.

Walt Disney World - Parks & Resorts Internships & Programs

Course Titles	Credit Hours	CSU Equivalency
Advanced Studies in Hospitality Management	3	RRM 1++
Communications	3	SPCM 1++
Corporate Analysis	3	BUS 3++
Corporate Communications	3	SPCM 1++
Creativity & Innovation	3	RRM 1++
Experiential Learning	3	RRM 1++
Hospitality Management	3	RRM 200
Human Resource Management	3	MGT 310

International Interactive Learning	1	RRM 2++
International Program Internship	TBD	RRM 1++
Leadership Speaker's Series	1	MGT 3++
Organizational Leadership	3	BUS 2++
Personal or Career Development		No Credit Awarded

Other Non-Collegiate Programs (not on the approved list):

1. Talk with your Academic Advisor to determine if the program and courses you are considering are relevant to your major/minor requirements.
2. Fill out the Non-Collegiate Transfer Credit Form.
3. Take complete form (including course descriptions if applicable) to the Degree and Transfer Evaluation unit in the Office of the Registrar.
4. If the first 2 program criteria (listed at the top of this page) are met then the course description will be forwarded to the academic department or college for review.
5. Email confirming program eligibility and course equivalences (if applicable) will be sent to your CSU email account. Allow minimum of 10-15 business days for a response on your evaluation.

Once the Program is Complete:

Once you have completed your Non-Collegiate Program, an official transcript from ACE (the American Council of Education) is required. ACE transcripts are typically only issued for courses that have a passing score/grade.

You can order your transcript via their website at: www.acenet.edu

1. Click on the Programs & Services button (4th button on the top)
2. Choose Transcript Services – last link in the list
3. Under College Credit Recommendation Service – choose Transcript: Request a Transcript

If you haven't used this service before you will need to create an account.

Please have the transcript sent to:

Office of the Registrar
1063 Campus Delivery
Fort Collins, CO 80523-1063

or emailed to:

etranscripts@colostate.edu