How do I transfer credits into Georgian?

If you have previously taken courses at another post-secondary institution (college or university) and feel they are comparable to the courses required for your program at Georgian College, you may be eligible transfer credit(s).

It is strongly recommended to submit the petition for transfer credit and supporting documents 60 days prior to the start of your program. If your petition is received after this time, it may impact your ability to select courses or make changes to your timetable.

☐ **Step 1.** Provide official transcripts (received electronically through ontariocolleges.ca or directly from your previous institution). ***Please note: We strongly encourage that transcripts be sent electronically. If, for any reason, the transcript(s) are sent by mail they must be sealed by the previous institution in an unopened envelope. Transcripts provider with your admission application may be used for transfer credit petitions.***

☐ **Step 2.** Access the **Transfer Credit System**. ***Not currently a Georgian applicant or student but considering transferring? Explore transfer and pathway opportunities in the* Transfer Equivalency Tool*.***

☐ **Step 3.** Add your prior learning to your portfolio. This is where you will enter all prior academic learning you completed.

☐ Provide detailed course outlines/syllabi. The outline should be from the same time the credit was achieved and should include course content, learning outcomes and grading schemes. ***Please note: course outlines are only required if the previous course(s) is/are unknown in our system. You can use the Transfer Equivalency Tool to search your previous courses to determine if they are known/unknown.***

☐ **Step 5.** Submit a petition for transfer credit towards a Georgian College program. ***Please note: if you applied to multiple programs at Georgian College, you may submit more than one petition.***

Please visit the **Credit for Prior Learning** website for the application and further details.