OHIO TRANSFER MODULE

- Search Transfer Module courses in the Kent Core (general education requirements), marked with "(OTM)"
- Search OTM- CTAG- and TAG-approved courses at Kent State and other institutions

Ohio Transfer Module (OTM)

The Ohio Board of Regents' Transfer and Articulation Policy established the Ohio Transfer Module (OTM), which is a subset or entire set of a college or university's general education curriculum in A.A., A.S. and baccalaureate programs. Students in applied associate degree programs may complete some individual transfer module courses within their degree program or continue beyond the degree program to complete the entire transfer module.

The Transfer Module contains 54-60 quarter credit hours or 36-40 semester credit hours:

- English composition (minimum 5-6 quarter credit hours or 3 semester credit hours)
- Mathematics, statistics and formal/symbolic logic (minimum of 3 quarter credit hours or 3 semester credit hours)
- Arts/humanities (minimum 9 quarter credit hours or 6 semester credit hours)
- Social and behavioral sciences (minimum of 9 quarter credit hours or 6 semester credit hours)
- Natural sciences (minimum 9 quarter credit hours or 6 semester credit hours)
- Oral communication and interdisciplinary areas may be included as additional options. Additional elective credit hours from among these areas make up the total credit hours for a completed Transfer Module.

Courses for the Transfer Module should be 100- and 200-level general education courses commonly completed in the first two years of a student's course of study. Each state-assisted university, technical and community college is required to establish and maintain an approved Transfer Module.

Transfer Module course(s) or the full module completed at one college or university will automatically meet the requirements of individual Transfer Module course(s) or the full Transfer Module at another college or university once the student is admitted. Students may be required, however, to meet additional general education requirements at the institution to which they transfer. Students admitted to a college or university who complete a Transfer Module, however, may have general education courses that go beyond its Transfer Module. State policy initially required that all courses in the Transfer Module be completed to receive its benefit in transfer. However, subsequent policy revisions have extended this benefit to the completion of individual Transfer Module courses on a course-by-course basis.

Transfer Assurance Guide (TAG)

Transfer Assurance Guides (TAG) comprise Transfer Module courses and additional courses required for an academic major. A TAG is an advising tool to assist Ohio university and community and technical college students planning specific majors to make course selections that will ensure comparable, compatible, and equivalent learning experiences across the state's higher-education system. A number of area-specific TAG pathways in the arts, humanities, business, communication, education, health, mathematics, science, engineering, engineering technologies, and the social sciences have been developed by faculty teams.

The TAG empowers students to make informed course selection decisions and plans for their future transfer. Advisors at the institution to which a student wishes to transfer should also be consulted during the transfer process. Students may elect to complete the full TAG or any subset of course from the TAG. Because of specific major requirements, early identification of a student’s intended major is encouraged.

Conditions For Transfer Admission

1. Ohio residents with associate degrees from state-assisted institutions and a completed, approved Transfer Module shall be admitted to a state institution of higher education in Ohio, provided their cumulative grade point average is at least 2.0 for all previous college-level courses. Further, these students shall have admission priority over out-of-state associate degree graduates and transfer students.

2. When students have earned associate degrees but have not completed a Transfer Module, they will be eligible for preferential consideration for admission as transfer students if they have grade point averages of at least a 2.00 for all previous college-level courses.

3. In order to encourage completion of the baccalaureate degree, students who are not enrolled in an A.A. or A.S. degree program but have earned 60 credit hours or 90 quarter hours or more of credit toward a baccalaureate with a grade point average of at least 2.00 for all previous college-level courses will be eligible for preferential consideration for admission as transfer students.

4. Students who have not earned an A.A. or A.S. degree or who have not earned 60 credit hours or 90 quarter hours of credit with a grade point average of at least a 2.00 for all previous college-level courses are eligible for admission as transfer students on a competitive basis.

5. Incoming transfer students admitted to a college or university shall compete for admission to selective programs, majors and units on an equal basis with students native to the receiving institution.

Acceptance of Transfer Credit

To recognize courses appropriately and provide equity in the treatment of incoming transfer students and students native to the receiving institution, transfer credit will be accepted for all successfully completed college-level courses completed in and after fall 2005 from Ohio state-assisted institutions of higher education. Students who successfully completed A.A. or A.S. degrees prior to fall 2005 with a minimum 2.00 overall grade point average would also receive credit for all college-level courses they have passed. (See Ohio Articulation and Transfer Policy, Definition of Passing Grade and Appendix D.) While this reflects the
baseline policy requirement, individual institutions may set equitable
institutional policies that are more accepting.

Pass/fail courses, credit by examination courses, experiential learning
courses and other non-traditional credit courses that meet these
conditions will also be accepted and posted to the student record.

Responsibilities of Students
To facilitate transfer with maximum applicability of transfer credit,
prospective transfer students should plan a course of study that
will meet the requirements of a degree program at the receiving
institution. Students should use the Transfer Module, Transfer Assurance
Guides and Course Applicability System for guidance in planning the
transfer process. Specifically, students should identify early in their
collegiate studies and institution and major to which they desire to
transfer. Furthermore, students should determine if there are language
requirements or any special course requirements that can be met
during the freshman or sophomore year. This will enable students to
plan and pursue a course of study that will articulate with the receiving
institution’s major. Students are encouraged to seek further information
regarding transfer from both their advisor and the college or university
which they plan to transfer.

Appeals Process
Following the evaluation of a student transcript from another institution,
the receiving institution shall provide the student with a statement of
transfer credit applicability. At the same time, the institution must inform
the student of the institution’s appeals process. The process should be
multi-level and responses should be issued within 30 days of the receipt
of the appeal.

Transfer Credit, Proficiency Testing and
Other Options in Meeting the Transfer
Module
Certain alternatives to formal Kent State coursework may be recognized
in the fulfilling of the 36-37 credit hour Transfer Module requirements.

1. Credits earned for specified courses within the Transfer Module
course list through external credit conferring testing programs, such
as the Advanced Placement (AP) and College Level Examination
Program (CLEP) subject examinations, will be applied toward the
fulfillment of the Transfer Module requirements as appropriate for the
specific courses for which credit is received.
2. Courses transferred from accredited post-secondary institutions will
be applied toward fulfillment of the Transfer Module requirements as
appropriate for the specific courses for which credit is awarded.
3. The university’s Credit-By-Examination (CBE) program may be utilized
in fulfillment of Transfer Module requirements within the conditions,
guidelines and policies established for that program and for the
course(s) for which credit is sought.
4. Proficiency, as established by placement examinations or other
recognized procedures and mechanisms for this purpose, can be
used to fulfill Area I and II of the Transfer Module requirements. For
example, students who are placed into ENG 21011 and complete
it with a passing grade will have met the Area I Transfer Module
requirement. It is assumed that students who are placed at and
pass the higher level of one of these sequenced courses have also
mastered the content of the prerequisite course. While students may
meet the requirements of Area I and II through proficiency, minimum
credit hours must be met in Areas III, IV and V. Students meeting
Area I and II requirements through proficiency must substitute other
courses, which shall be elective, to earn a minimum of 121 credit
hours of appropriate coursework toward a baccalaureate.

To fulfill the purposes of general education, any of the above alternatives
to the fulfillment of the Transfer Module requirements by 36-37 credit
hours of formal coursework at Kent State University must be exercised by
the students within the first 60 credit hours of academic credits earned at
and/or transferred to Kent State University.

Students who transfer to the university with more than 45 credit hours
of applicable credits (including students with associate’s degrees in
technology from the Kent State University Regional Campuses or those
who transfer to bachelor-level programs from associate-level technology
programs) must exercise such option(s) within the first calendar year of
their Kent State University enrollment.

Questions concerning, and requests for application of, these alternatives
to formal Kent State University coursework as a means of fulfilling
the Transfer Module requirements shall be addressed to, and will be
determined by, the dean of the college or independent school in which the
degree program that the students are pursuing is located.