

Policy
Credit Recognition

2019

Document Name	Policy of EIU Credit Recognition
Document N	ԵՄՀ/ԲԿ-ԿԳ-05-01
Approval Date	18.06.2019
Approved by	Management Board
Objectives	The Policy provides a framework and basic principles for the recognition of credits accumulated by the students at different EIU departments, as well as at other Armenian or foreign institutions.
Policy Provisions	<ol style="list-style-type: none"> 1. For the full implementation of Bologna system as well as the academic recognition and transfer of credits, the University has adopted a flexible approach to curriculum design and development fostering the creation of learning pathways, thus allowing students greater autonomy and responsibility. 2. Increased workload should not be a result of student mobility at EIU. 3. The University Departments as well as Academic program coordinators are not just committed to continuously improve the quality of their programs but also their learning mobility offers by identifying the semester or year when a period of study abroad would best fit into the program (mobility window). 4. The credit transfer and recognition processes can only end satisfactorily for all parties if they cooperate in a fair and transparent manner.
Credit Recognition Limits	<ol style="list-style-type: none"> 5. The student can accumulate credits at different EIU departments and other Armenian or foreign higher education institutions. The maximum number of credits for which credit transfer and recognition can be applied is: <ul style="list-style-type: none"> • 60 Credits for an undergraduate degree (equivalent to 25 percent), • 60 Credits for a Master's degree (equivalent to 50 percent), • 54 Credits for a PhD programs (equivalent to 30 percent). 6. The student can transfer credits both for educational and research components, such as work and clinical placements, research projects, laboratory work and other relevant learning activities. 7. If the student earned credits for the course completed at other department or institution which learning outcomes corresponds to the completed course outcomes at EIU, then the credits are

	<p>recognized and reflected to the Diploma Supplement, but are not calculated for GPA. This can be avoided and prevented by signing a Learning Agreement before the mobility.</p>
<p>Assessment and recognition</p>	<ol style="list-style-type: none"> 8. In the absence of substantial difference in learning outcomes, credits are to be recognized automatically in full, reflected to the Diploma Supplement and calculated for GPA. If substantial difference in learning outcomes exists, then the results are not calculated for GPA. 9. Course content, outcomes, workload, grading system and other relevant information is taken into consideration during the assessment process. 10. For the full credit recognition the Department can require the student to complete supplemental work (for example assignment or project). 11. The credit recognition process is completed according to the procedure of "Credit recognition of prior learning". 12. Credits accumulated at the Bachelor's level can be accepted for the Master's degree only in some cases, mainly if it has been reflected in a Mobility Agreement (must be signed by the sending, receiving universities and the student).
<p>Responsibilities of the parties involved in the process</p>	<p>The responsibility of department head</p> <p>The full implementation of the credit recognition processes as well as the assessment of credits for substantial difference is the responsibility of the respective head of department, who shall conduct a chair session which decision and detailed feedback is forwarded to the student.</p> <p>The responsibility of student</p> <p>The student is responsible for providing with complete information and documentation, such as syllabi of completed courses, transcript of records given by the host institution/ department, indicating the academic performance of the student and the study credits received, grading system and any other documents required by the Department.</p>
<p>Quality Assurance</p>	<p>The Head of Quality Assurance Centre is responsible for ensuring the transparency and quality of fair decision making processes, credit recognition and transfer procedures and ongoing monitoring.</p>

Appeal	The student has a right to appeal the Department's decision within 7 calendar days by submitting an application and other supporting documents to the Vice-Rector for Educational Affairs.
Other documents related to the Policy	<p>State laws and regulations:</p> <ul style="list-style-type: none"> • https://bit.ly/358iy71 • https://bit.ly/2XhR4t8 • https://bit.ly/2CLAIQ2 <p>ECTS User's Guide 2015: https://bit.ly/2NPP2NR</p>
Regulations and procedures related to the Policy implementation	<ul style="list-style-type: none"> • Procedure for organizing international mobility at EIU: https://bit.ly/35dW3Or • Procedure of credit recognition of prior learning: https://bit.ly/2NNAXd7
Implementation Responsible	Vice-Rector for Educational Affairs
Policy Revision Periodicity	If required