In addition, the following academic awards may be granted:

- *Academic Honor Roll*—An acknowledgment of outstanding academic achievement of 90% or greater cumulative grade point average in a term
- *President's Award*—An acknowledgment of superior academic achievement of 95% or greater cumulative grade point average in the program

Graduation Requirements

Students at Jersey College will graduate from and receive a diploma from the College when they:

- Complete each required course with a satisfactory grade; and
- Satisfy all financial obligations to Jersey College.

Credit Policy

Credit Availability

Students may earn credit for courses required to complete a credential through a combination of the following sources

- Credits transferred from other colleges or universities accredited by an agency recognized by the U.S. Department of Education (see the Transfer of Coursework section below for additional requirements)
- Prior learning that is validated, evaluated, and confirmed by Jersey College

Notwithstanding the foregoing, at least twenty-five percent (25%) of the credits or hours required for completion of a program must be earned through instruction taken at Jersey College. Moreover, specific programs may have additional requirements and/or limitations with respect to obtaining credit for courses taken at other institutions.

Transfer of Coursework

Credit-bearing coursework from a college or university accredited by an agency recognized by the U.S. Department of Education may be eligible for transfer credit at Jersey College.[70] To be approved for credit, each course and associated college must be validated and confirmed by Jersey College prior to a student's initial enrollment. Students may be required to take and pass a Challenge Exam to receive transfer credit. Evaluations typically take two to three weeks to process. The general guidelines below provide the limitations and process for obtaining credit for coursework completed at other institutions.

- Coursework must be from a post-secondary institution accredited by an agency recognized by the U.S. Department of Education
- Courses eligible for transfer credit are limited to the following:
  - Basic Anatomy and Physiology
  - College Algebra
  - Composition I
  - Ethics
  - Human Body in Health and Disease with Lab
  - Microbiology
- Courses submitted for consideration must (i) have been taken at a college or university that meets academic rigor standards established by Jersey College[71] and (ii) be equivalent to the course requirements of the program selected[72]. The College will evaluate each request for transfer of credit on an individual basis. Course descriptions, objectives, syllabi, projects, examinations and other documentation may be requested by Jersey College to demonstrate the equivalency.
- Official transcripts are required to be submitted for transfer credit evaluation and the transcripts must be received by the College prior to a student's initial enrollment.[73]
- A grade of "C" or better or their respective equivalents (i.e., numeric grade). Credit will not be awarded for Pass/Fail, remedial, College prep, or non-College level courses.
- Coursework must have been completed in the last five (5) years. Students who seek credit for courses older than five (5) years must take and pass a Challenge Exam.
- Semester credits to quarter credits will be converted based on a 1 to 1.5 ratio.
- Requests for transfer credits must be made in writing prior to a student's initial enrollment at Jersey College and all documentation required for granting of such credits must be received prior to a student's initial enrollment.[74]

Decisions to accept credits from another educational institution rest entirely with Jersey College. Applicants have a limited right to appeal a transfer credit decision subject to the strict requirements and permitted grounds. Applicants are advised to contact their Admissions Representative or Program Administrator or visit the College website at https://www.jerseycollege.edu for additional information regarding the initiation of a transfer credit request, required documentation, the appeal process, and related matters.

70 Coursework from other colleges and universities is not eligible to be transferred into the Practical Nursing program.

71 Such standards include, but are not limited to, accrediting body, type of institution (public, private, proprietary), NCLEX® pass-rates, etc. These standards are established at Jersey College's sole discretion.

72 Equivalency standards include, but are not limited to, content of course, hours of instruction, and evaluation and assessment standards. These standards are established at Jersey College's sole discretion.

73 Under very limited circumstances, students who are accepted for enrollment within three (3) weeks of the program start date may, at the College's sole discretion, submit an unofficial transcript for initial transfer credit evaluation instead of an official transcript prior to the enrollment date. If it is determined that transfer credit is available, the student must obtain and submit the official transcript to the College no later than two (2) weeks after the program start date. If the official transcript is not received by the end of this two-week period, no transfer credit will be awarded.

74 In very limited circumstances, students who are accepted for enrollment within three (3) weeks of the program start date may, at the College's sole discretion, be granted up to two (2) additional weeks after the program start date to obtain and submit the official documentation necessary for transfer credit evaluation. However, this extension does not guarantee that the documentation will be accepted or that transfer credit will be awarded. If the official documentation is not received by the end of this two-week period, no transfer credit will be awarded.

Transfers

Intra-campus and Inter-campus Transfers

A student desiring to transfer from one program to another program or from one campus to another campus must request such a transfer in written form to the Administration Office, indicating the desired transfer and requested start date. A student's request may not be considered unless the student has cleared all current financial obligations to Jersey College. The College will inform the student requesting transfer in writing of approval or disapproval of the request. In addition, the College will inform the student as to the eligibility of transferring earned credits (or clock hours) to the other program or campus, as applicable. Transfers will only be granted if space is available in the requested program and typically will be granted on a first-come, first served basis.

Transfer of Students from Other Institutions

All students who wish to transfer from an external institution must meet all admission requirements at Jersey College.

Transfer of Credits to Other Institutions

Decisions to accept credits from another educational institution rest entirely with each receiving institution and are usually reviewed and considered on a case by case, course by course basis. Prospective students of Jersey College should consider this fact if they plan to continue their educational studies and desire to obtain credit for coursework completed at Jersey College. Students are responsible to confirm whether or not Jersey College credits will be accepted by another institution of their choice. Jersey College makes no representation or guarantee that credits earned at Jersey College will transfer to another college or university.[75]

Articulation Agreements

Articulation agreements are formal agreements that exist between Jersey College and other Colleges and universities that provide graduates of Jersey College with opportunities to continue their education and pursue higher degrees with other institutions. These agreements are designed to maximize the number of credits students will be able to transfer to these articulating Colleges and universities. Acceptance into these articulating Colleges and universities and terms and conditions of enrollment is at the sole discretion of the articulating Colleges and universities.

Jersey College maintains a current list of institutions that it maintains an articulation agreement with on its website at https://www.jerseycollege.edu/about-us/our-affiliations. The articulation arrangements of Jersey College may change from time-to-time. Jersey College makes no representation, guarantee, or warranty with respect to the articulation agreements, the providers or the availability, accessibility or force and effect of such agreements.

75 Students are advised to consult the "Disciplines" section of this Academic Catalog for detailed information regarding the transferability of credits to other institutions in respect of their selected program of study.

Student Evaluations

Each student's performance in the classroom and in the clinical area is typically evaluated on a regular basis by the faculty. Faculty members are expected to produce formal written reports for academically deficient students (aka counseling reports). These reports are typically completed at the midpoint of each course. A deficiency is defined as a level of performance below the minimum established grade point average for the specific program for which the student is enrolled, failure to complete assignments, participate in the course or meet other course objectives. Counseling reports are normally shared and reviewed with students through scheduled appointments.

Remediation Support

Students needing assistance with lecture material or clinical skills should seek remediation support. Students are advised to either make private appointments for one-on-one or group remediation or attend extra-help classes, which are typically offered on Fridays.

Full-Time Student Definition

A full-time student is a person who is enrolled in (i) 24 or more contact hours per week for a program that measures progress in clock hours or (ii) 12 or more credit hours in a term for a program that measures progress in credits.

Class Size

Jersey College seeks to provide a conducive learning environment, including ensuring the adequacy of instructors to students and space. The following factors are considered by the College in determining the appropriate class size and faculty to student ratio: (i) number of students enrolled; (ii) faculty workload capacity; (iii) class room size and location; (iv) state and regulatory mandates/recommendations, and (v) appropriate clinical learning activities. Notwithstanding anything to the contrary in this Academic Catalog, Jersey College makes no representation, guarantee, or warranty regarding class sizes. The minimum and maximum class size is subject to change.

Cancellation of a Class

Jersey College may need to cancel classes due to schedule conflict, enrollment, severe weather, or any other reason deemed viable by the institution. In the event that a single class is canceled, Jersey College may require that students make up the time at a later date. If an entire course is canceled, Jersey College will offer the student the option to defer enrollment in the course to a designated date, or to request a full refund of tuition and fees paid in advance for such course. If the student chooses to defer, Jersey College will provide a new enrollment agreement with revised starting and completion dates.