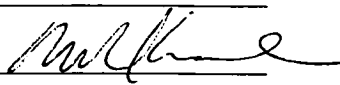


OFFICE OF THE  
ASSOCIATE VICE PRESIDENT ACADEMIC AND ASSOCIATE PROVOST

MEMO

|           |                                                                                                                                                    |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| ATTENTION | Senate                                                                                                                                             |
| FROM      | Bill Krane, Chair<br>Senate Committee on Undergraduate Studies  |
| RE        | EXCHANGE CREDIT PROPOSAL (SCUS 08-01)                                                                                                              |
| DATE      | May 20, 2008                                                                                                                                       |

The Senate Committee on Undergraduate Studies at its meeting of May 6, 2008 reviewed two options presented by Student Services (attached) on the administration of exchange credit. After deliberation action was undertaken which gives rise to the following recommendation:

**EXCHANGE CREDIT PROPOSAL****Motion**

“that Senate approve that the residency requirement for completing a credential at SFU may include up to 15 exchange credits.”

## MEMO

Student Services  
MBC 3000  
8888 University Drive  
Burnaby, BC V5A1S6  
Canada

|           |                                                                 |
|-----------|-----------------------------------------------------------------|
| ATTENTION | Bill Krane, Chair,<br>Senate Committee on Undergraduate Studies |
| FROM      | Mehran Kiai, Director of Enrollment Services                    |
| cc:       | Kate Ross, Registrar & Senior Director, Enrollment Services     |
| RE        | Exchange Credit Proposal                                        |
| DATE      | March 3, 2008                                                   |

**Issue**

There appears to be an inconsistent application of exchange credit value in relation to residency requirements, across the faculties. FASS for example, considers exchange credits to be "Simon Fraser University courses", when determining residency, other faculties do not.

It does not state clearly anywhere in the calendar that exchange credits are considered SFU credits for the purposes of establishing residency requirements for credential completion.

**Background**

In July 1997 Senate passed a motion:

"that Senate approve the proposal to allow for additional transfer credit for students in formal exchange programs, as described in SUAB 228, subject to a revision to separate the rationale from the action required in that paper."

[The details are that "a student approved for participation in a formal exchange program may, with the approval of his/her major department(s) and Faculty Dean, undertake a maximum of 30 upper division credit hours while participating in the program"]

Discussion noted in the Senate minutes – "objection was raised to the proposed regulation because students would be able to obtain an SFU degree with a majority of credits being obtained from other institutions, especially institutions from outside of Canada. Particular concern was expressed about transfer students admitted with a maximum of 60 credits being eligible to obtain another 30 credits through enrolment in a formal exchange program in another country. Senate was reminded that cases falling under this policy would likely be exempt in cases, and Departmental Chairs and Faculty Deans are required to judge whether there is a desirable number of SFU courses prior to approval of the additional transfer credit."

In December 2000 Senate approved a change to the residency requirement as follows:

"In order to qualify for a credential from Simon Fraser University, the student must complete at least 50% of the credit hour requirements for the credential through credits in SFU courses."

The document goes on to say "The additional credit provisions approved by Senate to allow for participation in Formal Exchange Programs would continue to apply."

In the SFU International Student Exchange Manual it states the following:

#### Exchange Credit, Grades, Transcripts

##### Exchange Credit

SFU will normally accept exchange credit towards an SFU degree for course work successfully completed with a minimum grade equivalent to a "C" at the partner university. Credit granted for courses taken on exchange is deemed to be SFU credit. It is conceivable that a particular student might transfer from a college into SFU with the maximum allowable sixty (60) credit hours of transfer credit, and then add an additional thirty (30) hours for courses taken on exchange.

In the Calendar Student Enrollment section it states:

#### Courses at Other Institutions/Letters of Permission

Students participating in formal exchange programs may receive exchange credit for courses completed at the host university with a passing grade.

#### **Recommendation**

That on page 32 of the current calendar under the section title Courses at Other Institutions/Letters of Permission, one of the following options to be added at the end of the section that states:

Option 1: Exchange credit is considered to be SFU credit for the purposes of fulfilling residency requirements for credential completion.

Option 2: Exchange credit is considered to be SFU credit for the purposes of fulfilling residency requirements for credential completion, provided that the sum of non-SFU credits and exchange credits does not exceed 50% of the credit hour requirements of the SFU credential.