

- Duplicate Transfer Credit occurs when a student receives multiple instances of a direct transfer equivalency. This can happen because
  - the student took the course multiple times at another institution(s), or
  - because they took the course at ECU, failed or made a low grade, and then took the course elsewhere.
- Per the ECU Undergraduate Catalog, under Academic Regulations, “Taking Courses at Another United States College or University,” students should be aware
  - (3) coursework will not be accepted for which credit has been previously earned and
  - (4) while students may take courses elsewhere that were previously failed at ECU and transfer the credit to ECU, they will not receive direct equivalent credit. They will receive a 1XXX or 2XXX generic credit.
  - Direct link to policy: <https://catalog.ecu.edu/content.php?catoid=37&navoid=3187#taking-courses-at-another-united-states-college-or-university>
- Credit Evaluation staff receive a daily report of “duplicate” credit to review.
  - Should a student’s transfer credit show up on that report, it will be switched from a direct equivalency to a 1XXX or 2XXX generic credit.
- If the student needs the course to count in a particular area of their degree, a petition may be entered to apply the credit as such.
  - For example:
    - The student took MATH 1065 at ECU and earned an “F.”
    - The student then took MAT 171 at Pitt Community College and earned an “A.”
    - A petition should be entered asking for the MATH 1XXX credit (*for MAT 171*) to substitute for MATH 1065.
- If the course is a pre-requisite for other courses, advisors may use the student’s Degree Plan and Banner Screen SFASRPO to assist with future registration.
  - When an advisor meets with their advisee and/or approves their plan for the following semester, advisors should add the override to SFASRPO.
    - This will keep the student from getting the registration error when they go to register for their following semester’s courses.