



**Transcript Evaluation Process  
Antelope Valley College  
Counseling Center**

**Note:** Final determination of how a course from a **regionally accredited** external institution will apply to an AVC degree may take several months from initial request.

**Students need to consider the scope of time the transfer evaluation process may take based on the above information and any type of deadline for a program application.**

You have scheduled an appointment for a transcript evaluation on:

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**General Guide for the Course Evaluation Process**

**In preparation for transcript evaluation appointments, students should request syllabi from the originating institutions for each course to be evaluated.**

**Out-of-State:** Because few agreements exist between AVC and out-of-state colleges and universities, courses from **regionally accredited** external institutions are reviewed on a case-by-case basis. **The review process includes gathering documents pertinent to the course provided by students and identified by counselors, which are then submitted to the academic divisions for the course to be reviewed by discipline faculty and division deans.** The time to complete the review may vary widely as faculty and deans review the documents before making a determination.

A follow-up appointment with a student may be necessary if all documentation needed (i.e. syllabus) was not provided to the counselor during the initial meeting.

**California Community Colleges (CCCs):** AVC is one college/district among the 114 **regionally accredited** community colleges in the state. The following resources are used to determine course applicability to AVC degree: California Course Identification (C-ID), California State University System General Education Requirements, and Intersegmental General Education Transfer Curriculum (IGETC). In cases where an equivalency or articulation doesn't align, counselors will proceed with the evaluation process as stated above.