grade. If a student has incomplete course work, all federal and state financial aid, including loans, cannot be renewed until all incomplete work has been completed.

**Summer Study on An Individual Basis and Internships**

With faculty supervision, students may take an independent study or participate in college-approved internships during the summer. Internships for academic credit must include summer assignments, opportunities for reflection on the activities of the internship, and a culminating project completed in the subsequent fall semester. Independent studies for credit must include fall submission of a culminating project. To be eligible, students must be enrolled on a full-time basis both in the spring and fall semesters and must have a 2.5 cumulative average. Approval by the faculty advisor, the instructor, and the Dean of the College is required by June 1 each year. The internship learning contract, available from Career Services, is required. (See page 160 for more information on internships.)

**Transfer Credits**

Illinois College accepts transfer credits from accredited institutions of higher education for coursework equivalent to coursework offered at Illinois College. In general, undergraduate academic coursework with a grade of ‘C-’ or better is transferrable to Illinois College while vocational and graduate course work is not because Illinois College does not offer work in these areas. Official transcripts from an accredited college are required before transfer credit can be evaluated, accepted, or recorded. Copies issued to the student, even sealed copies, are not accepted as official. Transfer credits are evaluated by the Office of the Registrar in consultation with the relevant academic departments. Application of the coursework within each major is determined by that academic program. Acceptance of transfer courses for credit does not automatically guarantee that those courses will substitute for particular Illinois College courses in meeting general education requirements or within majors or minors. Transfer courses normally receive the semester hour equivalent of the credit value of the institution where the courses were taken, whether higher or lower than the equivalent Illinois College course. The grades earned on transfer work do not count toward the grade point average at Illinois College.

Illinois College accepts credits earned by dual-enrollment, provided the credits are presented on the transcript of an accredited institution of higher education. Illinois College also accepts Advanced Placement, International Baccalaureate, CLEP and other work based on testing, based on its evaluation of the test scores. In no case does Illinois College allow double-dipping (e.g., credit for both the AP test results and a dual-credit high school course in the same area would not be allowed). Illinois College also accepts military education credits which meet the same equivalence standards as other transfer work.

No more than 66 hours of transfer work from two-year colleges or equivalent institutions may be counted toward an Illinois College degree. Students must earn at least 36 semester hours of academic credit at Illinois College, with 24 of the last 32 completed in residence.

For students already enrolled at the College, the Transfer Credit Approval form for pre-approval of courses to be taken out of residence is available from the Office of the Registrar, the Illinois College Web site and Connect2 and is highly recommended for all transfer work. Applicability for general education or major/minor credit should be documented by completion of this pre-approval form. Courses taken by students already enrolled at Illinois College which employ alternative delivery means such as correspondence and online courses require special approval from the Registrar and department chair. No more than 12 semester hours of courses that employ alternative delivery methods will be accepted for transfer.