



NAIT Electrical Engineering Technology

Assessment for Transfer Credits

The NAIT Electrical Engineering Technology Program will grant credit for courses in the ELT program to students enrolled with the intention of earning a NAIT diploma, provided it can be determined the student has equivalent prior learning, and that learning is reasonably recent. In some cases, students already enrolled in semester 1 seek credit for one or two courses. In those cases the evaluation can be done during the first two weeks of the program and, if warranted, the student is granted some course credits.

In other cases, especially where a prospective student has already earned a diploma or degree in some other program or institution, an evaluation for transfer credit may be requested by the prospective student prior to applying to NAIT for entry. This is particularly advisable in cases where it is possible credit may be available for all first semester courses, and perhaps even more.

The ELT program is prepared to evaluate prior learning for students and for prospective candidates provided the necessary documentation is provided to us, and provided those documents are in a form in which it is reasonably easy to conduct the assessment. Regardless, the applicant must also have the necessary entrance requirements for admission to the program as outlined specified by the Registrar and described on our web page.

Prior learning is assessed on a course-by-course basis. That means, for credit to be granted for a course in the ELT program, we examine the course content of courses included in the applicant's prior education, and compare that to the content of courses in the ELT program. For any course or courses where there is a substantial correlation, credit may be granted.

Courses, and courses of study, six years or more prior to the current year may not be considered for evaluation - depending upon circumstances. The only exception may be general physics courses.

The required documentation for assessment is:

1. A letter to the ELT Program requesting an evaluation of prior learning for the purpose of determining possible transfer credits.
2. An International Qualifications Assessment Service (IQAS) evaluation of prior learning documents from any foreign educational institution. The assessment we require from them is the Assessment for Educational Institutions and the current fee charged by IQAS for that assessment is \$100.

You can contact [IQAS](#) in Edmonton at 780-427-2655. Google the IQAS web address for further information.



3. An official transcript from the sending institution (the educational institution where prior training occurred).
4. Course descriptions for any courses on the transcript for which transfer credits are being requested. The preferred descriptions are official course outlines. If course outlines are not available, course descriptions as they appear in program calendars may be sufficient. It should be noted that, the more detailed the descriptions, the more likely it is transfer credits can be determined. Because course content changes over time, outlines or course descriptions should be from the academic years indicated on the transcript. The course names and course numbers on the transcript and on the outlines or descriptions must be identical.

Additional documents that can support and contribute to awarding of transfer credits include:

1. Official documents (transcripts and certificate and course outlines or descriptions of any non-degree or diploma courses, i.e. short, stand-alone courses, such as AutoCAD training, English or business communicate courses, or technical courses.
2. A personal résumé.
3. A list of courses you are currently taking. For example, if you are taking an English course at NorQuest College, explain that in your letter.

All transfer credits granted as a result of prior learning assessment will be conditional upon success in, and eventual graduation from, the NAIT ELT program. Failure to graduate will result in all transfer credits being revoked.

If, at any time, it is determined documents submitted to NAIT or to the ELT program are not valid or have been misrepresented, altered or falsified in any way, or any course content descriptions are misrepresented, inaccurate or misleading, some or all of the credits will be revoked and the student may be suspended or expelled.

Successful application for advanced credit may affect a student's eligibility for semester honours, the Dean's Honour Roll and honours diplomas/certificates or awards. Many of these honours or awards are conditional upon a minimum course load during the semester or school year. In addition, some student loans or grants may also be conditional upon maintaining a minimum course load. It is up to the student to investigate these effects.

For some applicants, the NAIT Registrar may also require an English assessment. All persons interested in entering the ELT program should consult with the Registrar's office to determine if they have the necessary pre-requisites for the program they wish to enter and whether they must undertake an [English assessment](#).