

## **Oregon Transfer Module Guidelines**

*Adopted by Joint Boards of Education February 3, 2005*

**Recommended Revisions by CIA as of November 2, 2007**

The Oregon Transfer Module (OTM) is a subset of the Associate of Arts Oregon Transfer (AAOT) degree.

Any student having the OTM recognized on an official college transcript will have met the requirements for the OTM at any Oregon community college or institution in the Oregon University System. Upon transfer, the receiving institution may specify additional course work that is required for major or for degree requirements or to make up the difference between the OTM and the institution's total General Education requirements.

### **GUIDELINES**

A minimum of 45 quarter credits is required for the OTM, and these will conform to the requirements listed below and as defined by the institution granting credit. In the case of community colleges, courses will be those approved for the AAOT degree; in the case of universities and four-year colleges, courses will be those approved for the General Education part of a baccalaureate degree.

All courses should be aligned with the student's intended program of study and the degree requirements of the baccalaureate institution to which the student plans to transfer. Students are encouraged to work with an advisor in the selection of courses.

All Foundational Requirements and Discipline Studies courses must be a minimum of 3 credits. All Elective courses may be any number of credits.

All courses must be passed with a grade of "C-" or better. Students must have a minimum cumulative GPA of 2.0 at the time the OTM is transcribed.

### **FOUNDATIONAL REQUIREMENTS**

- ▶ *Writing*: At least two courses totaling a minimum of eight credits of lower division collegiate writing courses. Designated courses are WR 121, 122, 123 and 227.
- ▶ *Oral Communication*: At least one course totaling a minimum of three credits of fundamentals of speech or communications.
- ▶ *Mathematics*: At least one course totaling a minimum of four credits of college-level mathematics, for which at least Intermediate Algebra is a prerequisite.

### **DISCIPLINE STUDIES**

- ▶ *Arts and Letters*: At least three courses totaling a minimum of ten credits chosen from at least two disciplines.
- ▶ *Social Sciences*: At least three courses totaling a minimum of ten credits chosen from at least two disciplines.
- ▶ *Science/Math/Computer Science*: At least two courses totaling a minimum of ten credits, including at least one laboratory course in biological or physical science. (For students pursuing the AAOT degree, a total of three laboratory courses in biological and/or physical science are required).

### **ELECTIVES**

- ▶ Any college-level course that would bring total credits to 45 quarter hours.

## NOTES AND CLARIFICATIONS

[The following notes are not intended to be part of the "Guidelines" (above), but rather serve to clarify some aspects thereof. As such, they are attached to these "Guidelines" as reference material for participating institutions.]

1. Courses that are developmental in nature, designed to prepare students for college-level work, are not applicable to the OTM.
2. The "Foundational Requirements" above represent minimal skill competencies. As such, they may be open to demonstration of competency. Each community college is encouraged to establish how students may demonstrate competency in lieu of completing the course(s).
3. Computer Science courses used in the Science/Math/Computer Science area must meet Oregon Council of Computer Chairs criteria for a science course. See list of courses at (<http://cs.bmcc.cc.or.us/occc/>).
4. In Arts and Letters, the second year of a foreign language may be included, but not the first year. American Sign Language (ASL) is considered a foreign language.
5. All Oregon community colleges and Oregon University System institutions will offer students the opportunity to complete an OTM and the OTM designation will be posted on the transcript by the issuing institution upon request. Regionally accredited private colleges and universities within the state are also welcome to offer and issue the OTM, which will be accepted at any Oregon public college or university.
6. OTM credits may not match program requirements in the receiving school. The OTM supplements, but does not supplant, existing articulation agreements and does not replace effective advising.