

Reviewing Transfer/ AP Credit

1. Open Advisor Center>**My Advisees**
2. Click on **Student Name**

Step #1

Step #1

Step #1

Select display option: ☒ Link to Photos ☐ Include photos in list

	Notify	Photo	Name	ID	Majors	Minors	Academic Level	Send E-mail	Degree Audit	Advising Notes
1	<input type="checkbox"/>		List of Student Names	Student ID #'s			Freshman	Send E-mail	Degree Audit	
2	<input type="checkbox"/>						Sophomore	Send E-mail	Degree Audit	
3	<input type="checkbox"/>						Sophomore	Send E-mail	Degree Audit	
4	<input type="checkbox"/>						Junior	Send E-mail	Degree Audit	
5	<input type="checkbox"/>						HLPR	Send E-mail	Degree Audit	
6	<input type="checkbox"/>						Freshman	Send E-mail	Degree Audit	
7	<input type="checkbox"/>						Freshman	Send E-mail	Degree Audit	

3. Click on Drop down box under “Academics” > Select “**Transfer Credit: Report**” and then click:



Faculty Center Advisor Center Search

my advisees student center general info transfer credit academics

Advisee Student Center

Student Name & ID #

*Change Advisee Student Name

▼ Academics

[My Class Schedule](#)
[Shopping Cart](#)
[My Planner](#)

other academic...

- Advisee Notes
- Assignments
- Co-Curricular Transcript
- Course History
- Degree Audit
- Exam Schedule
- Grades
- Transfer Credit: Report**
- other academic...

Deadlines	URL	Descr
Autumn, 2011		
ACCT 201-C LEC (1401)		MoWeThFr 12:00PM - 12:50PM Bowers Hall 004
ECON 210-0 LEC (1660)		MoTuWeTh 9:00AM - 9:50AM Bowers Hall 105
ENGL 101-0 LEC (1001)		MoWeThFr 10:00AM - 10:50AM Bowers Hall 105
PEAC 177-0 LEC (1123)		MoWe 11:00AM - 11:50AM Winter Educational Complex Gym

Step #1 points to the "Transfer Credit: Report" option in the dropdown menu.

Step #2 points to the right arrow button next to the "other academic..." dropdown menu.

4. Review Transfer Credit information

Transfer credit information will show you the following:

- *Source Institution*- College Board- AP /Other Institution
- Transfer term
- Incoming Course Information (From other institution)
- Equivalent Course (Name and title of course offered at WWU)
- Units-
- Grade

Course Credits

Model Nbr 1 Posted

Institution Walla Walla University

Credit Source Type Manual

Career Undergraduate

Source Institution College Board - AP

Program Undergraduate

Transfer Term	Incoming Course	Units Taken	Grade Input	Status	Equivalent Course	Units	Grade
Autumn, 2014	MATH 181		NC	Posted	NOEQ 198	0.000	TNC
Autumn, 2014	PLSC 224		NC	Posted	NOEQ 198	0.000	TNC
Autumn, 2014	ENGL 122	3.00	S	Posted	ENGL 122	3.000	TS
Autumn, '14	ENGL 121	3.00	S	Posted	ENGL 121	3.000	TS

Example: Student did not receive credit for MATH 181 or PLSC 224. Marked as "TNC"

Example: This student received AP credit for ENGL 121 & ENGL 122